

BRAMPFORD SPEKE PARISH COUNCIL

c/o 11a Hillcrest Road

Silverton

EX5 4JS

Tel: 07811938614

I hereby give notice of a meeting of Brampford Speke Parish Council to be held on **Wednesday 6th September 2023 at 7.30pm at Brampford Speke Village Hall**, to which Councillors are summoned.

Members of the public are welcome to attend the meeting and may speak at the Public Question Time. Members of the public wishing to ask a question at public question time can send the question to the Clerk 24 hours before the commencement of the meeting and the Chairman will read this out on your behalf if you cannot attend in person.

Tracy Watkins
Parish Clerk
Brampford Speke Parish Council

30th August 2023

Brampford Speke Parish Council: Cllr A Birmingham, Cllr S Luxton, Cllr E Hollingsworth, Cllr R Tillett, Cllr N Vickers, Cllr W Honan and Cllr B Hillson

As detailed in the Council's Press & Media policy:

Most papers that have been circulated to councillors will be available (on request) to members of the public at or after the council meeting.

AGENDA

1. Apologies - To receive any apologies for absence

2. Declarations of Interest Under the Code of Conduct

Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.

3. Minutes

To adopt the minutes of the Parish Council Meeting held on 5th July 2023.

4. Public Question Time

Up to 5 minutes **Public Question Time** for members of the public to bring forward any issues not on the agenda (where a matter is already on the agenda members of the public will be given an opportunity to speak when that item is considered, within the framework of the Council's standing orders). Where a decision is required, the issue will be placed on the following agenda.

5. Lead Councillor Updates

To receive an update from the Lead Councillors on the following:

- Finance – Cllr Birmingham
- Verges – Cllr Luxton
- Trees & Natural Environment – Cllr Hollingsworth
- Highways and Traffic Management – Cllr Tillett
- Planning and Development – Cllr Honan
- Communications – Cllr Vickers
- Footpaths – Update from the Footpath Warden/Cllr Hillson

6. Village Hall

To receive an update from Councillors Tillett, Honan and Luxton (regarding the roofing project) and other items as necessary.

7. Financial Items

To receive the account summary to August 31st 2023 (previously approved by Cllr A Birmingham)

To **NOTE** the following payments were approved remotely in accordance with Financial Regulations

2 x Payments to Tracy Watkins (July and August)

2 x Payments to HMRC (July and August)

2 x Payments of £11.73 to BT for the Village Hall phone line (28.07.23 & 28.08.23)

1 x receipt of £800 donation towards the Coronation bench

2 x donations of £25 towards the Coronation bench

Note: Payments approved by Councillors S Luxton, A Birmingham and R Tillett in accordance with the Financial Regulations

8. Adoption of the Power of Competence

Brampford Speke Parish Council hereby confirms it meets the eligibility criteria for adoption of a General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. We further **RESOLVE** to adopt a General Power of Competence at the next relevant Annual Parish Meeting to be held in May 2024.

The Council satisfies all the conditions as:

- It has an electoral mandate with over two third of its members declared elected
- The Clerk of the Council holds the Certificate in Local Council Administration (CILCA)
- The council has resolved at this meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk

9. Review of the Clerk's remuneration

The Parish Clerk is employed on an employment contract which is based on The National Agreement on Pay and Conditions of Service of the National Joint Council ("the NJC") for Local Government Services (the 'Green Book'). The Clerk's employment contract also states that they will be awarded a single salary point in excess of the normal review award once you have completed the Certificate in Local Council Administration. The Parish Clerk completed her CILCA qualification on 25th July 2023. It is therefore **PROPOSED** to increase the rate of pay to NJC salary point 25 which equates to £16.64 per hour. If agreed this pay increase will be backdated to 25th July 2023.

10. EDDC Update

To receive an update from Cllr Jamie Kemp, East Devon District Council

11. DCC Update

To receive an update from Cllr Sara Randall-Johnson and Cllr Henry Gent, Devon County Council

12. Other information/correspondence received for possible action/discussion/attendance and review of Action Points

- Action Points review (as circulated)
- Speke Up Submissions
- Coronation Bench
- The Agricultural Inn
- Fire hydrants
- Defibrillator
- Update on first responder training

13. Date of the next meeting(s)

Next Meeting on Wednesday 8th November – Village Hall.