

## **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 6<sup>th</sup> March 2024 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

28<sup>th</sup> February 2024

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 10<sup>th</sup> January 2024.

**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. Affordable Housing**

To receive an update from the Chair of the BSUP&C Community Land Trust and to provide an opportunity for public discussion and questions to be raised.

## **6. Dates for future meetings**

Proposed dates to be agreed:

8<sup>th</sup> May, 10<sup>th</sup> July, 11<sup>th</sup> September, 13<sup>th</sup> November, 8<sup>th</sup> January and 12<sup>th</sup> March.

## **7. New auditor contractor**

To agree and sign the new contract to employ new internal auditor.

## **8. 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 Tillet
- Planning and Development – Cllr Honan
- Communications – Cllr Vickers
- Footpaths – Update from the Footpath Warden/Cllr Hillson

## **9. Village Hall**

To receive an update from Councillors Tillet and Honan.

## **10. Financial Items**

To receive the accounts summary to February 29<sup>th</sup>, 2024 (previously approved by Cllr A Birmingham).

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

- 2 x Payments to the Clerk (January and February wages)
- 2 x Payments to HMRC- wages tax payments (January and February)
- 1 x Payment to CVT of £14,340.00 for village hall roof replacement (01.02.24)
- 2 x Payments to BT for Village Hall landline (£11.96 on 02.01.24 and £11.73 on 29.01.24)
- 1 x Payment of £46.00 for printer cartridges to print Welcome Packs (17.01.24)
- 1 x payment of £41.28 for defibrillator pads (06.01.24)
- 1 x credit of £2714.98 VAT reclaim (03.01.24)

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

**11. EDDC Update**

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

**12. DCC Update**

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

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

- Action Points review (as circulated)
- Speke Up Submissions

**14. Date of the next meeting(s)**

- Next Meeting on 8<sup>th</sup> May 2024 (TBC) – Village Hall.