

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 3rd July 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

26th June 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 8th May 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 any updates on potential housing initiatives within the Parish.

6. 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

7. Village Hall

To receive an update from Councillors Tillett and Honan.

8. Financial Items

To receive the accounts summary to 30th June, 2024 (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 (May and June salary)
- 2 x Payments to HMRC (May and June)
- 2 x Payments to BT for Village Hall line rental only (paid by DD on 29.05.2024 - £12.09 & 28.06.2024 - £13.47)
- 1 x payment to DALC for subscription - £142.68 (02.05.24)
- 1 x payment for machinery servicing £56.75 (21.05.24)
- 1 x payment for payroll software £98.40 (21.05.24)
- 1 x payment for internal audit £119.00 (28.05.24)
- 1 x payment annual grant to the Village Hall Trustees £2000 (15.06.24)

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

Council to **NOTE** that the following payments have been received:

31.05.24 – DCC – Locality budget grant £1000.00 (contribution for repairs to the Village Hall porch)

9. Clerk Performance Review and Pay

To review the Parish Clerk's performance and to discuss a pay review.

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
- New Parish Councillor

13. Date of the next meeting(s)

- Next Meeting on 11th September 2024 – Village Hall.