

**Clyst Honiton Parish Council Meeting 15<sup>th</sup> April 2021**

**To: all Members of Clyst Honiton Parish Council**

For information: County and District Ward Members, press and public

Issue date: Thursday 8<sup>th</sup> April 2021

*The Parish Council is grateful for the attendance and reports presented by both Councillors and external organisations. Due to the large number of issues affecting the Parish, it would be most appreciated if reports could be kept concise and to the point.*

You are hereby summoned to attend the meeting of **Clyst Honiton Parish Council** on **Thursday 15<sup>th</sup> April 2021 at 7.00pm**, to be conducted remotely using Zoom, for the purpose of transacting the business on the following agenda.

*Rob Martin*

**Clerk to Clyst Honiton Parish Council**

**Robert Martin is inviting you to a scheduled Zoom meeting.**

**Topic: Clyst Honiton Parish Council**

**Time: Apr 15, 2021 07:00 PM London**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83620768974?pwd=a3Y1L1J4cjd5L3ROMm9UdjQ3d21lUT09>

**Meeting ID: 836 2076 8974**

**Passcode: 399285**

## Clyst Honiton Parish Council Meeting 15<sup>th</sup> April 2021

### AGENDA

#### 21/164 APOLOGIES

##### **To receive apologies for absence**

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

#### 21/165 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

##### **To receive declarations of interest in items on the agenda**

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

#### 21/166 MINUTES

To approve, as a correct record, the minutes of the Parish Council meeting held on 11<sup>th</sup> March 2021.

#### 21/167 COUNCIL REPORTS

- a) **To receive the Clerk's Report & consider the Action List progress attached.**
- b) **Clyst Honiton Neighbourhood Plan and Neighbourhood Development Order** – to receive a written report from the Neighbourhood Plan lead on progress since the last meeting and to consider recommendations contained therein.
- c) **Village Maintenance** – to receive a report from Councillor Muir on the village maintenance activities undertaken since the last meeting.
- d) **Other Councillor Reports** – to receive any reports from councillors on matters the council could consider at future meetings and to report on any meetings attended on behalf of the council.

*The Chairman to declare the meeting closed*

#### 21/168 PUBLIC AND OTHER BODIES' SESSION

To allow questions for District and County Councillors and to take any questions from members of the public.

Any reports previously received from County and District Councillors will be assumed to have been read.

*The Chairman to declare the meeting open*

## Clyst Honiton Parish Council Meeting 15<sup>th</sup> April 2021

### 21/169 STATEMENT OF INTERNAL CONTROL 2020/2021

It is an audit requirement for the parish council to adopt a Statement of Internal Control for the financial year. Attached is the draft document for approval.

### 21/170 ASSET REGISTER

It is necessary for the parish council to adopt an up-to-date asset register for each year, and this year's draft is attached. In addition to ensuring that all assets are accounted for, it is also necessary to consider the insurance cover necessary. The policy is due for renewal as at 31<sup>st</sup> May 2021, so this needs to be updated at that time for matters such as the Memorial Garden, for instance.

### 21/171 BANK RECONCILIATION

To approve the 31<sup>st</sup> March 2021 Bank Reconciliation statement.

### 21/172 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

- a) To receive the attached statement of Receipts and Payments compared to Budgets for the period from 1<sup>st</sup> April to 31<sup>st</sup> March 2021.
- b) To receive the attached statement monitoring progress of the spend against available grant for the NDO/NP project.

### 21/173 RECEIPTS & PAYMENTS SCHEDULE

To approve the payment of the invoices on the schedule below for the period since the last meeting, as below:

#### PAYMENTS

Payment to	Services	Amount £	Payment No.
<b>2020/2021</b>			
Vodafone	Mobile	22.07	Direct Debit
Zoom	Meeting Access	14.39	DC2107
MNR Motors	Mower Repairs & Fuel	197.29	202039
ROSPA	Play Area Inspection	103.20	202039
<b>2021/2022</b>			
RJ Martin	Salary April 2021	852.19	202101
DCC Pension Scheme	Pension Contrib.	293.47	202101
HMRC	Tax/NI	258.77	202101
SLCC	Annual Subscription	185.00	202102
DALC	Annual Subscription	72.24	202102

#### RECEIPTS

Receipt from	Services	Amount £	Method
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## Clyst Honiton Parish Council Meeting 15<sup>th</sup> April 2021

<b>2020/2021</b>			
EDDC	Section 106 Income	4,339.02	BGC
<b>2021/2022</b>			
EDDC	Precept	9,000.00	BGC

In addition, payments will be made for invoices received since the agenda was set.

Payment items in **bold** will be made following the meeting.

### 21/174 **PLANNING APPLICATIONS**

To consider the following Planning Applications and to agree comments:

<b>Reference</b>	<b>Location</b>	<b>Proposal</b>
21/0936/MRES	Land at Old Tithebarn Lane, Clyst Honiton	Reserved matters application (access, appearance, landscaping, layout, scale) pursuant to the outline planning permission ref: 12/1291/MOUT (Phases 7 and 9) for the construction of a local centre, play area (NEAP) and multi-use games area with associated public square, parking, access road and landscaping; the partial discharge of conditions 2, 3, 4, 5, 7 and 19 of outline planning permission 12/1291/MOUT relating to phases 7 and 9.

### 21/175 **DATE OF NEXT MEETING**

The next scheduled meeting of Clyst Honiton Parish Council is the Annual General meeting, preceded by the Annual Meeting of Electors on Thursday 13<sup>th</sup> May 2021, at 7pm.

There is a potential conflict between the Parish Council legal requirements and those in place for Covid restrictions, so councillors will have to decide whether or not these meetings will be held remotely, or in person.

### 21/176 **MEETING CLOSURE**