

MEETING OF THE EAST BUDLEIGH with BICTON PARISH COUNCIL

**Mrs Judith Lumsden
Clerk to the Council &
Responsible Financial Officer
Phone: 01395 445080**

**15 High Street
East Budleigh
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EX9 7DY**

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18 September 2018

To: - The Chair and Councillors of the East Budleigh with Bicton Parish Council

You are hereby summoned to attend the Meeting of the East Budleigh with Bicton Parish Council to be held in the Village Hall, East Budleigh on Tuesday 25 September 2018 at 7.30pm. Plans (if any) can be viewed prior to the planning section (Agenda item 8).

The business to be transacted at the Meeting is set out below.

SignedJudith Lumsden
Clerk to East Budleigh with Bicton Parish Council

Members of the Press and Public are cordially invited to attend and to speak during the
Open Session

AGENDA

PCSO Justin Willis has been invited to attend the monthly meeting but has no obligation to submit a report, although this would be a desirable contribution for residents.

PUBLIC CONTRIBUTIONS

It has been proposed and agreed that members of the public be allowed to speak for **3 minutes** at the beginning of the meeting. This time scale will run to a maximum of 30 minutes, therefore allowing 10 people to speak. This will bring EBPC in line with other town/parish councils. Members of the public wishing to speak on an **Agenda item** are requested to inform the clerk no later than 24 September 2018. It should be noted that this is **NOT** a question and answer session, it simply provides a vehicle for the public to make the council aware of views of the public before discussing agenda items.

- 1. APOLOGIES:** To receive apologies of absence.

2. **MINUTES** to receive and confirm as a correct record the Minutes of the July 2018 Parish Council meeting.
3. **DECLARATIONS OF INTEREST & RISK ASSESSMENT:** To receive declarations of interest and to note any additional risks.
4. **COUNTY COUNCILLOR'S REPORT**
5. **DISTRICT COUNCILLORS' REPORTS**
6. **MATTERS ARISING FROM PREVIOUS MINUTES**
Defibrillator - Clerk
7. **MATTERS TO BE DISCUSSED**
Review by Councillors of Risk Assessment, Financial Regulations and Standing Orders to include the Production of a draft paper on Standing Orders by Cllr Wensley
Action Points in EBBPC Neighbourhood Plan – Cllr Roberts
Preparation of Parish Meetings document
New Councillors' Course
Request for extra-ordinary payment for debris clearance at Yettington – Cllr Quant
Memorial tree for Beryl Maynard, East Budleigh in Bloom
Parish/village Heritage particularly Salem 2019
Bicton at risk/Millwater School
8. **PLANNING – Cllr M Smith - There was none.**

	Plan no. & Type	Location	Proposed Development
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9. **REPORTS**
Chair – Cllr Valerie Lister
Clerk – Mrs Judith Lumsden
Recreation – Cllr M Smith
Parish Paths Partnership – Mr Jon Roseway
Drake's School – Cllr Mrs P Hayman
Village Hall – Cllr C Taunton
East Budleigh Dog owners Forum – Cllr Mike Smith
Public conveniences – Mrs J Lumsden
Flood Warden – Cllr K Quant
Any other reports
10. **ACCOUNTS AND FINANCES**
Monthly transactions – to consider, for authorisation, a schedule of expenditure which will be available at the meeting and forms part of the Agenda in compliance with the Transparency Code.

11. CORRESPONDENCE

To receive a synopsis of correspondence received and not covered elsewhere on this Agenda.

The meeting ended at:

12. TOPICS RAISED BY COUNCILLORS AND MEMBERS OF THE PUBLIC

Please note no decisions may be made, but matters may be discussed which involve no more than an exchange of information.

13. DATE OF NEXT MEETING –The next Meeting to take place Tuesday, 30 October at 7.30pm. Plans to view prior to the Planning section.

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Bills for payment – August 2018

JRB Dog gloves x 2	£ 78.60
TOTAL	<u>£ 78.60</u>

Monthly 2018 invoice for payment of clerk's salary and expenses from North Devon Council (PAYE)

July salary	£751.45
Expenses	
Stamps	£ 12.06
Home use	£ 10.00
Printing	£ 15.00
Stationery	£ 2.75
Black cartridge	£ 5.99
'Phone & Broadband	£ 35.00
Invoicing fee	£ 6.43
VAT	£ 1.29
National Insurance	£ 6.82
TOTAL	<u>£ 846.79</u>

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Bills for payment – September 2018

Phs Hygiene Services	£ 90.30
PKF External Audit	£ 240.00
Falconer’s Bill – Sir Walter Raleigh	£ 275.00
Exeter Morris Men – Sir Walter Raleigh	£ 200.00
Alan Tweedie – Hayes Lane toilet repairs	£ 315.65
Sse Southern Electric – Toilets, Hayes Lane	£ 14.42
JRB Dog gloves	£ 39.30
TOTAL	<u>£1174.67</u>

Monthly 2018 invoice for payment of clerk’s salary and expenses from North Devon Council (PAYE)

August salary	£751.45
Expenses	
Stamps	£ 8.04
Home use	£ 10.00
Printing	£ 14.52
Invoicing fee	£ 6.43
VAT	£ 1.29
National Insurance	£ 6.82
TOTAL	<u>£ 798.55</u>

