

# Kentisbury Parish Council

## Meeting Minutes

Date of meeting: 13<sup>th</sup> July 2023

Councillors Present: Pile, Dunn, Mathers, Isaac and Walley

### **1. Public Participation**

Tescombe Farm: Support of Parish Council needed over planning.

4 acres of farm, single track. Barns to be converted into lets for people with dementia and their families.

### **2. Apologies**

No apologies.

### **3. Declaration of Interests**

No declaration of interests.

Councillor Isaac to sort out Register of Interest Forms and distribute them to Parish councillors.

### **4. Elections to Different Organisations:**

Postponed until more councillors have joined the Parish.

Councillor Isaac expressed desire to continue in the defibrillator role.

### **5. Website:**

Council is unable to access its own website.

The current sit is outdated, with no minutes since August 2022, and accounts from 2018/2019.

This is due to no current councillors having access to edit the site and update it for 2023.

Discussions ensued about the need to create a new website for the parish council to ensure the people of the parish can remain easily informed. Discussions also were made over shutting down the old, outdated website.

Councillor Dunn to post on Kentisbury Community to inform the public about need for a new website.

### **6. Chairman's Report:**

The keys to the safe have been found, and important documents recovered.

### **7. County Councillor's Report:**

Councillor Davis stated that all relevant information has been send to the councillors via email, and that all email queries are welcome.

**8. Malcolm Prowse:**

Pannier Markets is behind due to rot being discovered.

£3 million won in culture bid for Boutport Street.

Old leisure centre to be knocked down to be replaced by housing. 30% of this will be affordable housing.

Planning enquiry in Fremington. 5 year land supplky being assessed with planning consultants.

**9. Banking and Finance:**

£2808.87 in one account – 24<sup>th</sup> April 2023.

£9107.38 in one account – 9<sup>th</sup> May 2023.

£2810.66 in one account – 9<sup>th</sup> June 2023.

North Devon Council money has gone in.

Decision made to wait for fresh clerk before dealing with banks.

Councillor Isaac to go to bank and investigate the state of parish accounts.

Cheques to be signed later in order to pay outstanding invoices.

Outstanding Invoices are as follows:

£105.84 to Devon Associates of Local Councils.

£600 to A&B.

£70.57 to Councillor Isaac for defibrillator pads (Turtle).

£45 x 9 (£405) to Thomas Gould for grass cutting.

Payment of Invoices:

Councillor Dunn proposing, Councillor Pile seconding.

**10. Recruitment of Parish Clerk:**

Councillor Isaac has sourced a potential candidate for 12 months or until a permanent replacement is found.

Meeting to be held between Chairman, Councillor Isaac and candidate when the candidate is available.

Councillor Isaac to investigate pay scales for clerk, hours to be decided.

**11. Audit:**

External audit may not be required.

Councillor Isaac to investigate whether there can be internal audit rather than external and to seek advice on sorting out financial matters.

**12. Allotments Charity:**

Nothing to report.

**13. Planning:**

Nothing to report.

**14. Agenda for Next Meeting:**

Sue Squire invoice.

Pads for defibrillators.

**15. Next Meeting:**

Monday 7<sup>th</sup> August 2023

24<sup>th</sup> July meeting cancelled.

After 7<sup>th</sup> August meetings will move onto first Monday of the month.

**16. Conclusions:**

Meeting concluded at 20:15.