

STOKE CANON PARISH COUNCIL

I hereby give notice of a meeting of Stoke Canon Parish Council to be held on **Thursday 3rd July 2025 at 7.30pm at The Bridge**, 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
Stoke Canon Parish Council

24th June 2025

Stoke Canon Parish Council: Cllr K Scott-Clarke, Cllr J Maunder, Cllr D Boustred and Cllr M Kemp

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 Annual Parish Council Meeting held on 8th May 2025.

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. Lead Councillor Updates

To receive an update from the Lead Councillors on the following:

- Finance – Chair and Clerk
- Highways- Derek Boustred.
- Play Park-Kate Scott-Clarke
- Footpaths -Mike Kemp – to discuss the EA report regarding the Railway Crossing.
- Planning -James Maunder (see below)

8. Planning Matters.

To discuss any planning applications received since the last meeting.

25/1165/FUL – 62 Vinnicombes Road, Stoke Canon – Single storey flat roof rear extension and flat roof dormer

9. Financial Matters

To receive the accounts summary to 4th June 2025 (previously approved by Cllrs Maunder and Scott-Clarke).

2 x Payments to North Devon payroll for wages (April and May salary)

1 x Payment to PCC for hall hire £14.00 (27.05.2025)

1 x Payment to Samuel Dunbar for grass cutting £920.40 (28.05.2025)

1 x Payment to Vision ICT for website hosting £281.26 (31.05.2025)

1 x Cheque received of £210 as donation towards new bench (04.06.2025)

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

Note: Payments approved by Councillors K Scott-Clarke and Cllr J Maunder in accordance with the Financial Regulations.

The bank balance as at 4th June 2025 was £13,786.75

10. EDDC Update

To receive an update from East Devon District Council.

11. DCC Update

To receive an update from Cllr Henry Gent and Cllr Nat Vanstone, Devon County Council.

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

- Email received from Cllr Henry Gent regarding possible improvements to be added to the back of the works on the A396 High Street, Stoke Canon to replace Traffic Signal Equipment.
- To complete the Banking Mandate form to add Cllr Boustred and Cllr Kemp
- To approve the IT Policy (already circulated to Councillors)
- To discuss adding the adult exercise equipment to the asset register.
- Email from member of public regarding tidy up from Stoke Road to Mill Cottages
- The Clerk has requested Annual leave for 9th and 10th July and 4th to 15th August to be approved.

13. Date of the next meeting(s)

Next Parish Council Meeting will be held on Thursday 4th September 2025 at 19:30hrs– The Bridge.