

STOKE CANON PARISH COUNCIL

I hereby give notice of a meeting of Stoke Canon Parish Council to be held on **Thursday 6th November 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

29th October 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 Parish Council Meeting held on 4th September 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 – To discuss the budget for 26-27 and set Precept request for January 2026.
- Highways- Derek Boustred.
- Play Park-Kate Scott-Clarke
- Footpaths -Mike Kemp –.

8. Planning Matters.

To discuss any planning applications received since the last meeting. No applications have been received.

9. Financial Matters

To receive the accounts summary to 30th October 2025 (previously approved by Cllrs Maunder and Scott-Clarke).

3 x Payments to North Devon payroll for wages (August, September & October salary)

1 x Payment to Community First Insurance of £64.19 on 08.09.2025

1 x Payment to PCC for hall hire of £14.00 on 08.09.2025

1 x Payment to B Hurkett for grass cutting of £250.00 on 12.09.2025

1 x Payment to CPRE for membership of £36.00 on 15.09.2025

1 x Payment to Samuel Dunbar for grass cutting for £703.20 on 06.10.2025

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 following payments were received:

£440 from DCC on 18.08.2025 for P3 footpaths Scheme

£5500 from EDDC on 01.09.2025 Precept payment

The bank balance as at 28th October was £13980.91

10. Budget

To set the budget for 2026-27 and the Precept request for January 2026

11. EDDC Update

To receive an update from Cllr Fabian King, East Devon District Council. Cllr King could not make the meeting but his report has already been circulated.

12. DCC Update

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

13. Policies

The following policies need to be re-adopted at this meeting:

- Health & Safety
- Press and Media
- Publication Scheme – is a new Policy to be adopted

All policies have been circulated to Councillors in advance of the meeting.

14. Other information/correspondence received for possible action/discussion/attendance

- Email received from MOP regarding the double yellow lines on the main road opposite the pub and asking if could be re-painted. Reports that it is a common occurrence that someone parks there so that it's impossible to see what's coming from the right if one is turning out of Chestnut Crescent. Has looked at portal and says first reported in 2023 but nothing has been done.
- To discuss options for grass cutting contracts.
- To approve annual leave request from the Clerk
- To discuss request for funding from Life Education for £155 for workshop at SC School.
- Request for a bench by planters

15. Date of the next meeting(s)

Next Parish Council Meeting will be held on Thursday 8th January 2026 at 19:30hrs– The Bridge.