

# STOKE CANON PARISH COUNCIL

I hereby give notice of a meeting of Stoke Canon Parish Council to be held on **Thursday 8th January 2026 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

31<sup>st</sup> December 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 6<sup>th</sup> November 2025 as a true record.

**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:

- Highways- Cllr Derek Boustred.
- Play Park – Cllr Kate Scott-Clarke –
- Footpaths -Mike Kemp – No update at the moment.

## **8. Planning Matters.**

To discuss any planning applications received since the last meeting.

**25/2505/CPE - Steers Cottage Stoke Canon Exeter EX5 4ED** - Certificate of existing lawfulness for the use of an outbuilding which is used as a study/garden room

## **9. Financial Matters**

To receive the accounts summary to 31<sup>st</sup> December 2025 (previously approved by Cllrs Maunder and Scott-Clarke).

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

2 x Payments to North Devon payroll for wages (November and December salary)  
1 x Payment to Cllr Boustred of £57.99 for maintenance supplies on 11.11.2025  
1 x Payment to PCC for hall hire of £14.00 on 17.11.2025  
1 x Payment to Life Education for donation toward SC School training of £155.00 on 19.11.2025  
1 x Payment to B Hurkett for grass cutting of £150.00 on 12.12.2025  
1 x Payment to Santander for bank charges of £9.98 on 20.12.2025

The following payments were received:  
£956.40 from HMRC on 14.11.2025 for VAT refund

The bank balance as at 30<sup>th</sup> December was £13742.07

## **10. EDDC Update**

To receive an update from Cllr Fabian King, East Devon District Council

## **11. DCC Update**

To receive an update from Cllr Henry Gent and Cllr Nat Vanstone, Devon County Council.  
Cllr Gent sent his report and this was distributed to Councillors.

**12. Other information/correspondence received for possible action/discussion**

- Update on grass cutting contracts.

**13. Date of the next meeting(s)**

Next Parish Council Meeting will be held on Thursday 5<sup>th</sup> March 2026 at 19:30hrs– The Bridge.