

STOCKLAND PARISH COUNCIL

You are summoned to a Meeting of Stockland Parish Council to be held in Stockland Victory Hall on Tuesday 24th June 2025 at 7.30pm.

AGENDA

- 1) **Public Participation Time** (SO 1e & f): 15 minutes in length with each person to speak once only, for no longer than 3 minutes, or shorter, at the discretion of the chairperson.
- 2) **Reports from:** Police; EDDC/ DDC Cllrs Brown, Levine and Connor.
- 3) **Resolve to exclude members of the press and public:** To agree any items to be dealt with after the public and press have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted [Public Bodies(Admission to Meetings Act) 1960].
- 4) **To record those Present and Apologies for absence;** and to consider whether to approve any dispensations.
- 5) **Declarations of Interest:** Members to declare any interests they have in agenda items that accord with any Disclosable Pecuniary Interest (s31 & 33 of the Localism Act 2011) or Personal/ Prejudicial Interests (Code of Conduct, 2012).
- 6) **Council Meeting Minutes:** To confirm and sign the draft minutes of the meeting of the Full Council held on 27th May 2025.
- 7) **Planning**
No new applications received since the May agenda was published.
- 8) **Insurance Renewal:** Resolve to appoint a member(s) to assist the Clerk in responding to the insurance renewal questionnaire (response needed by 10th July).
- 9) **New Statutory Documents (Clerk/RFO):**
 - a) **Resolve to agree that Stockland PC should adopt the most recent versions of the following (based on templates received from the Internal Auditor):**
 - i) Model Standing Orders 2025 Update (England);
 - ii) Model Financial Regulations (England);
 - iii) Risk Assessment Policy 2025 (new policy);
 - iv) Publication Scheme 2025 (new policy to conform to the FOI Act);
 - v) Asset Register Policy 2025 (new policy).
 - b) **Other documents in preparation (for information):**
 - i) Reserves Policy;
 - ii) Training and Development Policy.
 - c) **SAPPP 2025 (Smaller Authorities Proper Practices Panel)** – this replaces the JPAG panel that produces guidelines for the Annual Governance and Accountability Return (AGAR). It introduces a new line in the AGAR form ‘Assertion 10 – Digital and Data Compliance’. All councils are required to have a written IT policy in place before the next AGAR is produced.
 - d) **Annual Review of Members’ Register of Interests:**
As the records appear to be in disarray all members should fill in the form they have received and return it to the Clerk to arrange publication and distribution to EDDC.
- 10) **New Terms of Reference for the Finance and Staff and the Turbaries Committees:**
 - a) Resolve to adopt the following 2025 TOR documents:

- i) TOR for Finance and Staff Committee;
- ii) TOR for the Turbaries Committee.

11) Highways, Ditches and Footpaths Digital and Data Compliance

- a) Footpaths update (refer to email from Footpath Warden dated 17/06/2025).
- b) Highways, Footways and Drainage; any potholes reported.
- c) Update on highways 'hotspots' in the Parish:
 - a) Castlewell stretch of road from Short Moor cross to Millhayes; there is severe deterioration of the road in the first hundred yards down from Shortmoor Cross. This is much bigger than a pothole, a large continuous patch is required. Further patches and fixes are needed in places down the road to Millhayes Cross.
 - b) Road to Ham from Rose Farm where a blocked culvert has caused flooding and a large hole is blocking the road; since the last meeting the culvert has been renewed/replaced but the road surface over it has not been renewed, so vehicles are free to drive over the concrete top of the culvert.
 - c) Cawleys Lane / Temple Bar Lane; continuation of this lane from Horseplot Cottage up to Shorehead (on the hill below the Hillcrest property); since the last meeting a milk tanker came off the road going downhill towards Horseplot; a large recovery vehicle needed to rescue the tanker; further damage to the road ensued.
 - d) Royal Oak Cross junction; potholes and a large scrape in the road just past the exit from the crossroads to the main road into Stockland (vehicles from Honiton, the A35 and A303).
- d) Resolve to appoint a Highways Committee and a Chair for the committee; outline TOR for the committee; set date of first meeting of this committee; the Clerk to draft TOR document.

12) Stockland Victory Hall, Carpark and Grounds: Update

13) Devolution Proposals: Update

14) Turbaries Update: (Cllr Derryman)

15) Finances; to review and resolve to approve expenditure for the following:

01/05/2025 SW Knotweed Year 2 (part 1)	£279.00 inc VAT
03/06/2025 Stockland Victory Hall Invoice 1079	£112.50

Bank Transactions and Reconciliation 1st April – 1700hrs 19th June 2025

31/03/2025 Closing/Opening Balance **£57,576.20**

Transaction Date	Transaction Description	Debit Amount	Credit Amount	Balance
01/04/2025	EDDC PRECEPT PART 1		£8,992.20	£66,568.40
04/04/2025	HMRC - PAYE	£103.80		£65,781.20
04/04/2025	STAFF SALARY	£414.96		£65,885.00
04/04/2025	DALC - CLERK TRAINING	£42.00		£66,299.96
	CLLR EXPENSES AND DIGGER			
04/04/2025	USE	£226.44		£66,341.96
07/04/2025	SERVICE CHARGES	£4.25		£65,776.95
28/04/2025	RSPB GRAZING 2024-25	£1,234.20		£65,003.76
28/04/2025	DCC TURBARIES TOOLS GRANT		£461.01	£66,237.96
06/05/2025	SERVICE CHARGES	£4.25		£64,747.51
06/05/2025	PKF EXT AUDIT	£252.00		£64,751.76
21/05/2025	STOCKLAND V HALL 1072	£75.00		£63,711.46
21/05/2025	STOCKLAND V HALL 1062	£82.50		£63,786.46
21/05/2025	HMRC - PAYE	£115.60		£63,868.96
21/05/2025	PRINTER INK	£39.99		£63,984.56

21/05/2025	STAFF SALARY	£462.56		£64,024.55
21/05/2025	WEBSITE HOSTING AND SUPPORT	£260.40		£64,487.11
29/05/2025	GIFT FOR RETIRING TURBARIES	£50.00		£61,914.47
29/05/2025	TURBARIES PONY NUTS	£44.10		£61,964.47
29/05/2025	INTERNAL AUDITOR BILL	£155.10		£62,008.57
29/05/2025	GRASS CUTTING	£700.00		£62,163.67
29/05/2025	VILLAGE ROAD SIGNS	£558.00		£62,863.67
29/05/2025	DALC ANNUAL FEES	£289.79		£63,421.67
30/05/2025	CLLR MILEAGE EXPENSES	£27.00		£61,887.47
03/06/2025	HMRC - PAYE	£120.40		£61,285.55
03/06/2025	STAFF SALARY	£481.52		£61,405.95
06/06/2025	BANK CHARGES	£4.25		£61,281.30
19/06/2025	Totals to Date / reconciliation	£5,748.11	£9,453.21	£61,281.30

16) **Village Website – Migration of Data to the PC Website:** Update

17) **Lengthsperson Issue:** Resolve to contract the person used by Upottery PC or not; if not propose an alternative(s).

18) **Ragwort in Parish:** Resolve to agree a plan for eradication including use of volunteers; appoint Cllr(s) to co-ordinate the work.

19) **Items of Future Business for the next Agenda:**

20) **Confidential Items:** Matters identified under item 3 (above).

21) **Review Outstanding Actions from Previous Meetings:**

Date	Item	Action	Status
27/8/24	10	Ragwort - This should be added as a calendar item for June 2025, and messages put out on both the Stockland tree and the PC's Website asking for volunteers	Open
27/8/24	11(a)	Marquees insurance - The Village Hall Committee needs to provide a written document to the PC stating that the PC has no responsibility for any insurance, damage injuries or any other claims	Open
27/8/24	11(b)	Repair to play train in playground - Cllr Switzer will contact local contractors for quotes	Open
27/8/24	13	The clerk will speak to Parish Council Websites regarding migrating information from the village website onto the PC website and allowing access to the village data to a volunteer from the public	Open
29/10/24	17	Clerk to contact PC website hosts for quotes to resolve the Google Drive files that remain and migrating data from the Stockland Village Website to the PC one	Open

Note that items marked as 'Complete' will remain on the above table until after the next meeting of the council and will then be dropped.