

COLEBROOKE PARISH COUNCIL

Clerk: Mrs. P. Clapham BA(Hons), Penton Chapel, Christow, Exeter, EX6 7NP
Tel: 07903 172174 Email: clerk@colebrookeparishcouncil.org.uk

15th January 2025

To Members of Colebrooke Parish Council

You are hereby summoned to attend a Meeting of Colebrooke Parish Council, **to be held on Tuesday 22nd January 2025 at 7.00 pm, in the Village Hall for the purpose of transacting the following business.**

Members of the public and press are invited to attend the meeting.

Penny Clapham

Penny Clapham BA(Hons) PSLCC
Clerk to the Council

AGENDA

- 1) **Apologies for absence:** Cllr Smith (work related). Cllr. Wallace (work related)
- 2) **Declarations of Interest:** In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declarations of Interests must be notified to the Monitoring Officer at Mid Devon District Council within 28 days of the change.
- 3) **Public Discussion:** An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 10 minutes. Reminder that members of the public are not allowed to raise issues when the Council is in committee.
- 4) **County & District Councillor Reports (for information only)**
- 5) **Chairman's Report (for information only)**
- 6) **Minutes** – to approve the minutes of the meeting held on the 12th November 2024
- 7) **Open Spaces** –
 - i. The coronation copper beech tree – to receive an update with regard to this tree.
 - ii. Footpath strimming – Nicky Wallace to report on conversation with Andy from Linden Lea.

- 7) Chapter 8 training** – to receive an update from the Clerk regarding the availability of this training and associated costs.
- 8) PLANNING** – Mid Devon District Council have asked for observations from the parish council on the following planning applications –
- i. 24/01745/PNCOU Information only: Prior notification for the change of use of agricultural building to 5 dwellings under Class Q, Land and building Combe Head Meadow, Bow.
 - ii. 25/00001/HOUSE Erection of single storey extension and formation of new window opening on west elevation on ground floor, Brocks Farm, Colebrooke.
 - iii. 25/00027/CAT Notification of intention to fell some and lift crowns, remove limbs off assorted trees, The Old Smithy, Colebrooke.

Decisions

- i. 24/01368/PNCOU Prior notification of the change of use of an agricultural building to 2 dwellings under class Q, Wylspring Farm, Penstone.
REFUSED

9) FINANCE

Expenditure	Clerks expenses Q2 & Q3	£193.80	BACs
	Employment January	£259.48	BACs
	Microsoft renewal subscription	£59.99	BACs payable to Clerk
Income	Interest on deposit account	£54.25	

Bank statement and Reconciliation circulated to all councillors prior to this meeting.
Council to resolve to accept the accounts as presented.

- 10) Budget** – to resolve to agree the budget for the year 1st April 2025 to 31st March 2026.
- 11) Precept** – to resolve to set the precept for the next financial year and to agree the subscription for DALC to be taken from the first payment.
- 12) Internal Audit** – to resolve to agree to appoint Hania Lee of Lee Accounting to be Council’s internal auditor for 2024/2025.
- 13) Clerk’s Report (for information only)**
- a) To consider holding an annual parish meeting separate from a council meeting.

14) Councillors Reports (for information only)

Date of next meeting - 18th March 2025 at 7pm in the Village Hall.

Information emails

DALC bulletin 01 (sent 06/01)

DALC Bulletin 02 (sent 09/01)