



CHERITON BISHOP PARISH COUNCIL

Clerk: Jane Clark. Tillerton Barn, Tedburn St Mary, Exeter EX6 6ER.

Tel 07467 011595 clerk@cheritonbishop-pc.org.uk

Chair: Cllr O'Neil

Councillors, you are hereby summoned to attend a meeting of **Cheriton Bishop Parish Council** which will be held at **approximately 7.45 pm** (following the Annual Assembly and AGM) on **Monday, 12th May, 2025** at **The Spalding Hall, Cheriton Bishop** for the purpose of transacting the business below. Members of the public and press are invited to attend the meeting.

Jane Clark, Clerk

Published

6th May, 2025

AGENDA

1. **To receive and accept apologies.**
2. **To receive Declarations of Interest (see code of conduct and guidance notes)** Councillors are reminded of the need to update their register of interests. Declarations of any potentially prejudicial interests in agenda items, and their nature. (Councillors with such interests must leave the room for the relevant items). Declarations of any other personal/non-registrable interests in items on the agenda and their nature.
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 raise issues for future consideration at the discretion of the Chair. The period of time designated for public participation shall not exceed 10 minutes. Members of the public are not allowed to raise issues when the Council is in committee.

4. Planning

4.1

25/00528/CLU Certificate of lawfulness for the existing use of a caravan as a dwelling and associated garden area for a period in excess of 10 years.

Caravan Oakfields, Cheriton Bishop.

4.2

25/00553/PNCOU Prior Notification for the change of use of an agricultural buildings to flexible use within mixed Commercial use under Class R

Land and Buildings at NGR 276478 93950 (Crossways Farm) Cheriton Bishop

5. **To consider the draft minutes of the April meeting as a correct record.**
6. **To receive reports from MDDC Councillors - for information only.**
7. **To receive a report from Devon County Council (DCC) - for information only.**



8. To receive, comment and approve Internal Auditor's Report.
9. To approve Section 1 the Annual Governance Statement 2024-2025.
10. To approve Section 2 the Accounting Statements 2024-2025.
11. To approve the dates for the Exercise of Public Rights.
12. To amend and approve formal documents for publication, including Standing Orders and Financial Regulations.
13. To consider whether the parish council is to replace the finger post on Church Lane following reporting the issue to Highways (Item 11 Minutes December 2024, 'The finger post on Church Lane has blown over. Clerk to inform Highways. There is also a village gateway sign at Crockernwell that requires attention. CLERK TO ACTION').
14. Repairs & Maintenance – to consider any repairs and maintenance needed for PC assets.
15. Accounts - to approve the following payments.

Payee	Service	AMOUNT	VAT	TOTAL
Mrs Jane Clark	Clerk's salary and home working allowance	£378.02	No	£378.02
HMRC	Clerk's PAYE	£88.00	No	£88.00
Spalding Hall	Newsletter storage and collation	£53.00	No	£53.00
Spalding Hall	Hall hire	£15.00	No	£15.00
Clarity Copiers	Paper for newsletter	£36.26	£7.25	£43.51
Moretonhampstead.net	Village website hosting and domain	£42.50	No	£42.50

16. To receive a report from the Chairman: for information only.
17. To receive reports from Councillors: for information only.
18. To receive report from clerk: for information only.

Dates of next three meeting (second Monday of the month at Spalding Hall) 9th June and 14th July 2025 and 8th September 2025