



## CHERITON BISHOP PARISH COUNCIL

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

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Chair: Cllr O'Neil

Councillors, you are hereby summoned to attend a meeting of **Cheriton Bishop Parish Council** which will be held at **7.00 pm** on **Monday, 8<sup>th</sup> September 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 2<sup>nd</sup> September 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

25/00428/FULL Erection of 2 dwellings and construction of new vehicular access.
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Little Mounson, Cheriton Bishop.
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##### 4.2 Planning Decisions

25/00798/FULL Erection of an agricultural storage building
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South Pitton Farm, Cheriton Bishop.
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Approved by MDDC

##### 4.3

25/01064/NMA Non Material Amendment to allow repositioning of Plots 4 and 5 and change finished levels of Plot 4.
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Land and buildings at NGR 277972 95226 (Cheriton Farm Yard) Cheriton Bishop
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Approved by MDDC

##### 4.4

25/01008/PNAG Prior Notification for the erection of an extension to an agricultural storage building.
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Beech Down, Tedburn St Mary.
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Approved by MDDC.

5. To consider the draft minutes of the June Parish Council 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 confirm and approve Cllr A Fry as a bank signatory on behalf of the parish council.
9. To agree dates for public access to conclusion of audit.
10. To consider any actions to be taken as a consequence of 2024-2025 AGAR.
11. Repairs & Maintenance – to consider any repairs and maintenance needed for PC assets.
12. To receive and approve the bank reconciliation as at 31<sup>st</sup> August, 2025.
13. To review and approve any changes to the formal documents of the parish council.
14. To consider and approve the Reserves Policy.
15. Accounts - to approve the following payments. (Three months due to cancellation of July meeting and no meeting during August).

**JULY**

Payee	Service	AMOUNT	VAT	TOTAL
Mrs Jane Clark	Clerk's salary and home working allowance	£378.02	No	£378.02
HMRC	Clerk's PAYE (2 MONTHS)	£182.90	No	£182.90
Spalding Hall	Newsletter storage and collation	£53.00	No	£53.00
Spalding Hall	Hall hire	£15.00	No	£15.00
Clarity Copiers	Newsletter items	£42.83	£8.57	£51.40
YPO	Newsletter staples and paper	£95.49	£19.10	£ 114.59
Lawrence Wilson	11 and 17 June mowing	£140.00	£140.00	£140.00
Penny Clapham	Annual Internal Audit	£109.50	No	£109.50



## AUGUST

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	£106.00	No	£106.00
Spalding Hall	Hall hire	£15.00	No	£15.00
Clarity Copiers	Newsletter items	£42.83	£8.57	£51.40
Savills	Rent for playing field	£327.00	No	£327.00
David Yelland	For mowing and clearing public footpath in Crockernwell			
Dm Payroll Services Ltd	Payroll	£60.00	£12.00	£72.00
VisionICT	Hosting email account	£35.00	£7.00	£42.00

## SEPTEMBER

Payee	Service	AMOUNT	VAT	TOTAL
Mrs Jane Clark	Clerk's salary and home working allowance	£450.82	No	£450.82
HMRC	Clerk's PAYE	£137.10	No	£137.10
Clarity Copiers	Newsletter items	£55.48	£11.10	£66.58
David Yelland	For mowing and clearing public footpath in Crockernwell	£380.00	No	£380.00
PKF Littlejohn	External annual audit	£210.00	£42.00	£252.00
Cheriton Bishop Village Hall	Hire of hall for Garden Club show	£100.50	No	£100.50

**16.** To receive reports from Councillors: for information only.

**17.** To receive report from clerk: for information only.

Dates of next three meetings (second Monday of the month) at Spalding Hall 13<sup>th</sup> October, 10<sup>th</sup> November and 8<sup>th</sup> December, 2025