

Clerk to Parish: Tracy Smith, 28 Burnardsfield Road, Colyton, Devon EX24 6PF  
Tel: 07792302318. Email: [southleighparishclerk@gmail.com](mailto:southleighparishclerk@gmail.com)

I hereby give notice of a meeting by Southleigh Parish Council and summon Members to attend on **Wednesday 17<sup>th</sup> November 2021 at 8.00 pm** in Southleigh Parish Hall.

Members of the public are most welcome to attend and to make representation, ask or answer questions and give evidence on the any item on the agenda before the commencement of the meeting. Each member of the public is entitled to speak once only. The maximum time allowed for public participation will be 5 minutes. Members of the public should contact the clerk.

### **AGENDA**

- 1.** To receive and acknowledge apologies.

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the Members present and that record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk, as it is usual for the grounds upon which are tendered to also be recorded. Under Section 85 (1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

- 2.** Public Forum.

- 3.** To agree any items to be discussed after the public, including the press have been excluded.

- 4.** Previous Minutes

Minutes from 15<sup>th</sup> September 2021 to be approved and signed by chairman.

- 5.**

Declaration of Interests: In accordance with the Code of Conduct, members are invited 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 Declaration of Interests must be notified to the Monitoring Officer at East Devon District Council within 28 days of the change.

6. Planning Application

21/1536/FUL Mr M N Soanes, Caravan Rakeway Head North , EX24 6JF

7. Finance

Bank reconciliation to be approved and signed by chairman and one other Councillor.

Payments to be made (see box below)

Clerks holiday pay for 2021 see calculation

Clerks inclusion of holiday pay to salary from next year – see items to be considered

Draft Budget to set for precept 2022/2023

<b>Payments to be made</b>	
Payment of hall hire for last 2 meetings	£40.00
Payment to Clerk for Microsoft Subscription x 3 months at £5.99	£11.98
Payment to Clerk for wages September 2021	£150.00
Payment to Clerk for wages October 2021	£150.00
Clerks holiday pay for this year	£195.00
Total payment to Clerk	

To be considered

TRIP grant (£20.00 in 2020)	
iLCA training cost	£120.00 + VAT      Total £144.00
Clerks new rate of pay to incorporate holiday pay each month £16.25 x 12	£195.00 a month

**Southleigh Parish Council Suggested Budget/Precept 2022/23**

**DRAFT**

**Expenditure**

Amount

**8. Highways**

**9. Reports from:**

**a) County Councillor**

**b) District Councillor**

**10. Correspondence**

**CIL payment due to be paid £109.24 & TRIP grant request needs to be discussed.**

**11. Any Other Business**

Airband News – on web page and hopefully on Facebook.

Sandbags, Clerk reports that only one person has made request for 5 sandbags. Clerk states that there more to give away if needed by anyone.

**12. Next Parish Meeting will be held on Wednesday January 2022**

**Meeting Closed**