

CLERK'S REPORT – SUMMER RECESS 2021

1. Financial matters and payments:

1.1. Payment of invoices: The Draft Payment list was sent to all councillors 09/08/21 via email. In consultation with the Chairperson and Vice Chairperson, the following payments were made on 11th and 13th August 2021 via online banking.

Hennock Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
76	26/07/2021	11/08/21 SR	Treasurers Account	GIFFGAFF CD 7518	Mobile Phone	GiffGaff	S	8.34	1.66	10.00
77	11/08/2021	11/08/21 SR	Treasurers Account	60000000798264587	PAYE & National Insurance	HMRC	X	214.08	0.00	214.08
78	11/08/2021	11/08/21 SR	Treasurers Account	10000000796944877	Salary, E Maynard, Clerk	E Maynard, Clerk	X	1,193.79	0.00	1,193.79
79	11/08/2021	11/08/21 SR	Treasurers Account	20000000796482034	Working from home expenses	E Maynard, Clerk	X	18.00	0.00	18.00
80	11/08/2021	11/08/21 SR	Treasurers Account		Pension	NEST	X	58.52	0.00	58.52
81	11/08/2021	11/08/21 SR	Treasurers Account	60000000798266084	Grounds Maintenance Contract	South West Grounds Mainte	S	191.36	38.27	229.63
82	13/08/2021	11/08/21 SR	Treasurers Account	50000000799160912	Weekly Inspections	S & W Lygo Engineering	X	180.00	0.00	180.00
83	13/08/2021	11/08/21 SR	Treasurers Account	50000000799160912	Repairs to CK Play Park	S & W Lygo Engineering	X	150.00	0.00	150.00
84 (ER)	13/08/2021	11/08/21 SR	Treasurers Account	50000000799160912	Repairs to TV Play Park	S & W Lygo Engineering	X	660.00	0.00	660.00
85 (ER)	13/08/2021	11/08/21 SR	Treasurers Account	50000000799160912	Repairs to TV Play Park	S & W Lygo Engineering	X	150.00	0.00	150.00
86	11/08/2021	11/08/21 SR	Treasurers Account	60000000798267269	Parish Lengthsman Contract	Dartmoor Heathers and Gard	S	1,093.67	218.73	1,312.40
87	11/08/2021	11/08/21 SR	Treasurers Account	60000000798267269	Repairs to Hennock Car Park	Dartmoor Heathers and Gard	S	74.00	14.80	88.80
88	11/08/2021	11/08/21 SR	Treasurers Account	60000000798267269	Strimming Hennock Allotment	Dartmoor Heathers and Gard	S	25.00	5.00	30.00
89	11/08/2021	11/08/21 SR	Treasurers Account	60000000798267269	Teign Village Car Park & Hedge	Dartmoor Heathers and Gard	S	105.00	21.00	126.00
90	11/08/2021	11/08/21 SR	Treasurers Account	60000000798267269	Planting, Hedge and Tree Work	Dartmoor Heathers and Gard	S	250.00	50.00	300.00
91	11/08/2021	11/08/21 SR	Treasurers Account	50000000798524023	Room Hire - CK Village Hall	Chudleigh Knighton Village H	X	161.50	0.00	161.50
92	11/08/2021	11/08/21 SR	Treasurers Account	10000000796949677	External Audit Fee	PKF Littlejohn LLP	S	300.00	60.00	360.00
93	13/08/2021	SR	Treasurers Account	40000000803931436	Donation in memory of J Brow	PCC of Hennock	X	138.15	0.00	138.15
Total								4,971.41	409.46	5,380.87

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
10	02/08/2021		Treasurers Account	001434	Donation in memory of J Brow	Parker's	X	138.15	0.00	138.15
11	03/08/2021		Treasurers Account	JENKIN-CARTER ST	Allotment Rent - Hennock	10 Hennock	X	27.00	0.00	27.00
12	09/08/2021		Treasurers Account	INT (GROSS) T/FF	Bank Interest	Lloyds Bank	X	0.06	0.00	0.06
13	11/08/2021		Treasurers Account	FIRTH GRACE PLOT 1C	Allotment Rent - Hennock	10 Hennock Allotments - Firth	X	27.00	0.00	27.00
Total								192.21	0.00	192.21

Please note

- Scribe payment 80 for Nest will be paid automatically in September.
- Scribe Payments 84 and 85 were paid for using Earmarked Reserves (ER)
- Scribe Payment 93 £138.15 was a reimbursement of a donation (June Brown) that was incorrectly sent to Hennock PC rather than Hennock PCC, see Scribe receipt 10.

1.2. Financial statements: The Receipts and Payments and a Bank Reconciliation for the four months ended 31st July 2021 show the current account credit balance of £27843.50 and the Savings Account credit balance of £7140.00, the balance of which after adjusting for an unrepresented Nest payment for £58.52, equates to the Receipts and Payments closing credit balance of £34924.98. These reports were emailed to all councillors 09/08/21, see attached.

1.3. Audit: The audit was concluded on the 5th August 2021 with no issues. The "Notice of conclusion of audit" has been placed on the Parish Council's website and copies have been placed on the notice boards. The cost of the audit by PKF Littlejohn LLP (£300 plus VAT) was as budget. Scribe Payment 92.

2. PLANNING AND HOUSING MATTERS:

As there were 4 Planning Applications during August it was decided to hold a Planning Meeting at Chudleigh Knighton Village Hall on Tuesday 17th August. The agenda was circulated via email 10/08/21 to all councillors and put on our website and noticeboards. The Agenda and draft minutes can be found on our website. <https://www.hennockpc.org.uk/agenda-and-minutes>

3. PARKS & OPEN SPACES:

3.1. Damage to perimeter fencing at Chudleigh Knighton Play Park: On 31st August 2021 Steve Lygo our play park inspector reported 7 fence post uprights have deliberately been removed from the perimeter fence, as these have caused large gaps in the fence including 3 gaps on the roadside length, I asked him to immediately close the play park and ask those using it to leave. Steve Lygo locked all 4 external yellow gates with chains and padlocks.

I joined him with an additional 6 additional laminated signs that explain why we have had to close the play park. I taped up all the gaps with red and white barrier tape.

Steve Lygo was able to find some of the discarded posts in the wooded area and ditch, so was able to use those as well as has purchasing replacement half round posts.

The posts were installed the next morning and the park was back open by 12pm.

I posted on our Facebook page and it was shared to "Spotted Chudleigh Knighton" and "Spotted Chudleigh"

I have reported it to Devon and Cornwall Police via 101 CR/075688/21


I rang PC Steve Hodges our Neighbourhood Beat Manager who promised to look later that day, I said that there has been several different anti social incidents in the village over the summer and this has happened before.

3.2 Hennock Car Park: At the July Meeting the Clerk reported that she had received a quote for wooden bollards with railings and pailings as requested at the June meeting and explained this was significantly higher than the £1000 budget that was authorised at last month's meeting £1454 + VAT. It was resolved that the works should go ahead and the resident be informed.

The clerk informed the resident who was unhappy with the proposal and didn't want the works to go ahead, so it hasn't gone ahead. The resident has contacted the Diocese and the Clerk has then spoken to the Diocese again and awaits further instructions and advice.

4. ALLOTMENT MATTERS:

4.1. Hennock allotments: All Hennock Allotments are now rented out.

Signed.....
Elly Maynard
Clerk to Hennock Parish Council

Dated: 6th September 2021