

## 10. CLERK'S REPORT – SUMMER RECESS 2022

### FINANCIAL MATTERS AND PAYMENTS:

**10.1. PAYMENT OF INVOICES:** The Draft Payment list was sent to all councillors 09/09/22 via email. In consultation with the Chairman and Vice Chairman, the following payments were made by the Clerk on 10<sup>th</sup> August 2022 via online banking.

#### DRAFT PAYMENTS LIST 94 TO 113

Voucher	Cheque	Code	Name	Description	Amount
94	giffgaff CD 752	17 - Mobile Phone for Clerk	GiffGaff	Mobile Phone	10.00
<i>RETROSPECTIVE - Auto Payment</i>					
95	POST OFFICE	22 - Postage	Post Office Ltd	Postage	11.76
<i>RETROSPECTIVE - Stamps for inspection reports and postage to S Lygo.</i>					
96	HMRC - ACCC	30 - Tax and NI	HMRC	PAYE & National Insurance	245.04
97	ELEANOR MA	28 - Clerk's Net Salary	E Maynard, Clerk	Salary, E Maynard, Clerk	1,242.19
98	ELEANOR MA	86 - Home Working Allowance	E Maynard, Clerk	Working from home expenses	18.00
99	ELEANOR MA	31 - Mileage	E Maynard, Clerk	Mileage	9.03
<i>15/07, 19/07 and 09/08 trips to Hennock &amp; TV noticeboards and carparks</i>					
100		26 - Pension	NEST	Pension	63.23
<i>AUTO PAYMENT in September</i>					
101	PAUL CARY 3f	72 - Grounds Maintenance Conti	South West Grounds Maintenance	Grounds Maintenance Contract	233.09
102	S&W LYGO E#	66 - Inspections Play Parks & Cf	S & W Lygo Engineering	Weekly Inspections	180.00
103	S&W LYGO E#	58 - Repairs	S & W Lygo Engineering	Repairs to CK Play Park	240.00
<i>Screws for upright fencing</i>					
104	S&W LYGO E#	58 - Repairs	S & W Lygo Engineering	Repairs to CK Play Park	360.00
<i>Labour for fence repairs</i>					
105	S&W LYGO E#	58 - Repairs	S & W Lygo Engineering	Repairs to CK Play Park	225.00
<i>Mesh panel repair, welding and re-fit</i>					
106	DARTMOOR F	73 - Parish Lengthsman Contrac	Dartmoor Heathers and Gardens	Parish Lengthsman Contract	651.78
107	DARTMOOR F	41 - Allotment Costs	Dartmoor Heathers and Gardens	Allotment Work - Hennock	72.00
<i>Strimming of Hennock Allotment Tracks</i>					
108	CHUDLEIGH f	9 - Room Hire	Chudleigh Knighton Village Hall	Room Hire - CK Village Hall	25.50
<i>12/07/22 Full Meeting £17, 26/07/22 Planning £8.50</i>					
109	CHUDLEIGH f	24 - Advertising	Chudleigh Knighton PCC	Advert in Knighton News	21.00
<i>Advert in Knighton News, June, July, August 2022 £7 / issue</i>					
110	CLOTHING YC	121 - Litter Picking Equipment	Clothing Your Way	Litter Picking Equipment	10.80
<i>HPC Hi Vis Vest for Cllr Bo McAllister-Bruce (no spares left)</i>					
111	DEVON ASSO	11 - Training	Devon Association of Local Councils	Good Councillors Guides	16.86
<i>4 copies of Good Councillors Guide including Postage</i>					
112	DEVON ASSO	11 - Training	Devon Association of Local Councils	Training - Councillors	18.00
<i>Attendance of Cllr Bo McAllister-Bruce, Being a Good Councillor, Webinar 3, 20/07/22</i>					
113	PKF LITTLEJC	16 - External Audit Fee	PKF Littlejohn LLP	External Audit Fee	240.00
<i>NB. Budget was last year actual £300 + VAT, plus inflation.</i>					
<b>TOTAL</b>					<b>3,893.28</b>

#### Please note

- Scribe payment 100 for Nest will be paid automatically in September.

**10.2. FINANCIAL STATEMENTS:** The Receipts and Payments and a Bank Reconciliation for the four months ended 31<sup>st</sup> July 2022 show the current account (Treasurers Account) credit balance of £30645.61 and the Savings Account (Bus Bank) credit balance of £7140.00, the balance of which equates to the Receipts and Payments closing credit balance of £37785.61. These reports were emailed to all councillors 09/08/22, SEE REPORTS.

Receipts Report: To note the VAT recovered for quarter 1 has been received £1256.69

**10.3. AUDIT:** The audit was concluded on the 9<sup>th</sup> August 2022 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 (£200 plus VAT) was less than budget. Scribe Payment 113.

#### 10.4. PLANNING AND HOUSING MATTERS:

There was 1 Planning Application during August it was decided not to hold an extraordinary Planning Meeting as it was a repeat of a proposal, we had already supported in 2018, but the

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planning approval time limit had expired. The application was circulated via email 10/08/22 to all 8 councillors on the planning committee and councillors were asked if they were happy to continue to a) support the application or b) hold an extraordinary meeting to consider it. 7 out of 8 councillors responded with option a, the 8<sup>th</sup> councillor didn't respond. The Clerk responded to Dartmoor National Park on 16<sup>th</sup> August.

### 10.5 PARKS & OPEN SPACES:

The only vandalism reported at all 3 parks over the Summer holidays was to the See Saw in Chudleigh Knighton.

A resident brought to the Clerk's attention an issue with the tarmac by the nest swing in Chudleigh Knighton and in consultation with the Chairman and Vice Chairman, our Parish Lengthsman is going to address the issue.

A large amount of the Clerk's time during Summer Recess was spent liaising with Teignbridge's Rough Sleeping Team, the police, Dartmoor National Park, Teignbridge cleansing team and residents regarding the rough sleeper in Hennock.

### 10.6. HIGHWAYS MATTERS:

The Parish Council received a complaint regarding the noise of roadworks along the A38. The Clerk wrote to National Highways who replied *"We do try to keep any noisier activities as early in the night shift as possible to minimise the impact on residents and we have spoken with the people who work on our network and have reminded them to reassess any activities that may be noisy each shift and prioritise them. We'll continue to monitor this for you."*

They also confirmed that they are behind on schedule

*"We've had some issues with the works currently on site and there is a delay to the programmed completion. We have the works programmed to complete on the 13<sup>th</sup> September due to these delays.*

*I understand the works do cause issues both for motorists diverted onto other routes and the unavoidable noise caused while undertaking them and appreciate that an extension to the works timing does not help so I apologise for this additional inconvenience.*

*The only planned works following on from these works currently are grass cutting along the road which will be quick and very low impact on residents and motorists."*

Signed.....

Elly Maynard  
Clerk to Hennock Parish Council

Dated: 6<sup>th</sup> September 2022