



**ROCKBEARE
PARISH COUNCIL**

Chairman: Cllr. Phil Franklin

Clerk: Carolyn Y. May
A209, Victoria Advent House,
Station Approach
Victoria, Roche,
Cornwall PL26 8LG

Telephone: 01726 210139

Email: clerk@rockbeare.eastdevon.gov.uk

Web: www.rockbeareparishcouncil.co.uk

21st January 2025

ORDINARY PARISH COUNCIL MEETING OF ROCKBEARE PARISH COUNCIL

To all Members of Rockbeare Parish Council

You are hereby summoned to attend the Ordinary Parish Council Meeting of Rockbeare Parish Council, to be held at **6.00pm**, on Tuesday 28th January 2025 at Marsh Green Village Hall, for the purposes of transacting the following business:

Carolyn May

Clerk to Rockbeare Parish Council

AGENDA

1. **Apologies** - To receive apologies and accept the reasons for non-attendance.
2. **Declarations of Interest** - To receive any declarations of interest relating to items on the agenda and accept dispensations.
3. **Co-option of New Member**
4. **Public Open Forum (strictly 15mins).**
6. **Reports**
 - Chairman RPC
 - EDDC Councillor
 - DCC Councillor (Appendix C)
7. **To approve the Draft Minutes of the meeting held on 17th September 2024 (Appendix A)**
8. **Finance and Economy:**
 - a. Payments to be approved.
 - b. Bank reconciliations to be reviewed and approved.
 - c. Financial Management report to be reviewed and approved.

Financial Documents to be distributed under separate cover.
9. **Planning Applications – (Appendix B)**
12. **Planning Decisions – to note.**

13. Rockbeare Flooding Matters

14. Project Updates

- Millennium Field
- Newsletter
- 20 is Plenty

Next Meeting – 18th February 2025



DRAFT MINUTES OF ROCKBEARE ORDINARY PARISH COUNCIL MEETING

HELD ON

19TH NOVEMBER 2024

PRESENT: Cllr. Franklin (Chairman), Cllr. Wall, Cllr. Brookes and Cllr. Priddis.

Also: One Members of the Public

Parish Clerk: Carolyn May

AGENDA

041/24 Apologies: Cllr. M. Nequest, Cllr. T. Olive, Cllr. S. Randall-Johnson

042/24 Declarations of Interest Register both registerable and non-registerable under the Code of Conduct (to declare interests on agenda items), to issue dispensations (if required) & to declare gifts over £50. To consider if any alterations to Register of Interests.

No Interests declared.

043/24 Co-option of New Member – deferred.

044/24 Public Open Forum

Sharon Thorne, from Inspiring Connections, addressed the meeting. Sharon advised Members that she is currently working with the Community Hub at Cranbrook to put together a Lottery bid for funding. Representatives of that group have offered to attend a Rockbeare Parish Council meeting, in order to share information with the Parish Council. There is also 'Capacity Building' funding available, which could feasibly benefit both communities (Cranbrook and Rockbeare).

Sharon also alluded to an application submitted, on behalf of Rockbeare Parish Council, to the Devon Communities Foundation, for the sum of £5,000.

The recent Craft Fair, held at the church, was very successful. The proceeds are to be split between the church and the Rockbeare Hub. It is hoped that another event will be held in the Spring of 2025.

045/24 Reports

DCC - Cllr S. Randall-Johnstone – report attached

DCC – Cllr. H. Gent – no report

EDDC – Cllr. T. Olive – no report at the time of publication of the agenda.

046/24 To approve the Draft Minutes of the meeting held on 17th September 2024

Members considered the Draft Minutes for the meeting held on the 17th September 2024.

It was proposed by Cllr. Franklin, **seconded** by Cllr. Brookes and **RESOLVED** that the Minutes for the Parish Council meeting, held on the 17th September 2024, provided a true reflection of the discussions, and that the Minutes would be approved. Unanimous. **Carried.**

It was **noted** that there was no Parish Council meeting held in October 2024. This was due to notified absences, which would make the planned meeting inquorate.

047/24 Member Training - adjourned

048/24 Business and Finance

Members considered the Schedule of Payments provided.

Having considered the same, it was **proposed** by Cllr. Franklin, **seconded** by Cllr. Brookes and **RESOLVED** that the listed payments would be approved, and the liabilities discharged. Unanimous. **Carried.**

Schedule of Payments – November 2024

Date	Payee	Invoice Ref	Gross	VAT	Net
19/11/2024	MGVH	25/2024	30.00	0.00	30.00
19/11/2024	J.C.ECROYD SERVICES	07	140.00	0.00	140.00
19/11/2024	INSPIRING CONNECTIONS (HUB)	091	1113.35	271.42	841.93
19/11/2024	IONOS	203041523983	21.60	3.60	18.00
19/11/2024	HMRC	N/A	777.30	0.00	777.30
19/11/2024	SALARY	N/A	1937.00	0.00	1937.00
19/11/2024	EXPENSES	N/A	206.00	0.00	206.00
19/11/2024	HOUSE IT	DD	145.00	24.17	169.17
19/11/2024	SIMON A. MARTIN	234804	24.00	4.00	20.00
19/11/2024	T. BROOKES REFUND	2710	55.00	0.00	55.00
Total			4449.25	303.19	4194.40

049/24 Annual Budget and Precept Discussion

Members considered the 2024/25 Income and Expenditure of the Parish Council, from 1st April 2024 to date, and the whole year projections to 31st March 2025.

Current expenditure exceeds income, therefore, the body is eating into its capital. This situation was deemed untenable, as the capital had been ringfenced for specific projects.

Expenditure to Date and Whole year Projections

Budget Head	Spend to Date (Oct 2024)	Projected Spend (Mar 2025)	Projected 2025/6 Expenditure
Salary	14725.28	30000.00	30000
Employer NI	1399.32	2800.00	2834
Expenses (Clerk)	2260.86	3500.00	2500
Subscriptions	317.46	317.46	365
Expenses (Other)	135.00	500.00	500
Accountant	140.00	250.00	300
Stationery	317.77	550.00	500
IT	172.00	350.00	350
Hall Rent (PC)	90.00	180.00	200
Audits	595.00	595.00	650
Insurance	0	700.00	700
Grass Cutting	98.000	1500.00	1500
Grants	780.12	780.12	0
Birch End Project	601.93	2500.00	2500
Warm Rooms Project (Hub)	10698.10	21000.00	12000
Millennium Field Project	4061.74	6000.00	2500
Newsletter	454.00	850.00	900
Defibrillators	0	200.00	200
	37728.58	72572.58	58499

It was noted from the accounts provided that the **Community Hub** had incurred significant costs for the Parish Council and, whilst it was acknowledged that the Hub is a valued asset to the Parish, it was felt that the current level of expenditure on the same was not sustainable for the Parish Council. Members **agreed** that the Hub should become a self-funding project, and that the Parish Council would make an annual donation of up to £12,000.

In order to reduce expenditure during 2025/26, the Clerk elected not to accept the 2024/25 **Statutory Pay Increase** (back dated to 1st April), and would ensure that **expenses** did not exceed £2,500.

The **Millennium Field Project** and the **Birch End Project** would be restricted to £2,500 each for the period 2025/26.

No **grants** would be made available for the 2025/26 period.

The following increases were noted:

Grass Cutting
Newsletter Printing Costs
Audit Charges
National Insurance

It was **proposes** by Cllr Franklin, **seconded** by Cllr. Brookes and **RESOLVED** that the Parish Council Precept for 2025/26 would be set at £42,000, an increase of 5%.

Application	Consideration
24/1721/FUL	This application relates to 'infill'. Therefore, the Parish Council does not object.
24/1728/DOC	It was 'agreed to 'leave this matter on the table'.
24/1403/LBC	It was 'agreed to 'leave this matter on the table'.

051/24 Planning Decisions - Noted

052/24 Project Updates

(a) Birchend Update

This matter is on-going. Solicitor appointed.

(b) Millenium Field

The Storage Shed has been ordered, and has to be paid for - 12 x 10 ft, renovated container. This will have to be clad in wood. Cost £3000.00, plus VAT.

(d) Newsletter

53/24

Confidential Discussion

Pursuant to Section 1(2) of the Public Bodies Act 1960, it was resolved that, because of the confidential nature of the business to be transacted, the public and press should leave the Chamber.

Asset Acquisition Proposal – preliminary discussions to be undertaken.

NJC Pay Scale Notice - no longer required discussion.

The meeting closed at 1920 hrs.

Next Meeting – 28th January 2025