

Exbourne with Jacobstowe Parish Council.

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Minutes of the Council meeting held on Tuesday 30th April 2024 at 7.30pm in Jacobstowe Church.

Cllrs Present: Steve Blakeman (Chair), Jason Carvil (Vice-Chair), Brian Cobb, Dave Stuart, Peter Steer & Stephen Page.

Also in Attendance: Alice Turner (Clerk), 2 members of the public.

BUSINESS TRANSACTED.

1.4.24: Welcome - Chair to open the meeting and inform if an audio recording is in progress.

The Chair opened the meeting and informed everyone that an audio recording of the meeting was in progress to aid in the preparation of Minutes, the recording will be deleted once minutes are drafted.

2.4.24 Apologies for absence: to consider apologies received (with reasons).

Apologies were received from Cllr Lawson (prior commitment). Cllr Cobb proposed that apologies from Cllr Lawson (prior commitment) be approved, seconded Cllr Blakeman. All in Favour – Motion Carried. (RR2023/070)

3.4.24: Declarations of Interest - No interests were declared at this time.

4.4.24: Minutes of Previous Meetings (as available).

Cllrs to consider approval of Minutes of meeting held: 26th March 2024.
Deferred to next meeting.

5.4.24: Public Speaking Time (max. 3minutes/person. Session time: 10 minutes).

A member of the public asked about the increase in budget and precept for this year. The Council responded that it was for a variety of reasons and that the budget as approved which shows the current and last year's figures can be found as an appendix in the January Minutes on the website. The also pointed out that that the Village Hall is already booked on the 14th of May so we will not be able to hold the Annual Parish Meeting on that date.

A member of the public asked for clarification on what the strategic plan is, Cllr Carvil gave a brief summery of what this is, a plan to help shape the way the council works over the coming years including policy reviews, maintenance schedules, but is open to other ideas and projects that the council wishes to take forward.

6.4.24: To receive reports from County Cllr. McInnes & Borough Cllrs Casbolt & Watts.

Apologies were received.

7.4.24: Current & New Business.

- a) **Consideration of a meeting with the Neighbourhood Plan Group following the formal response from the Parish Council to the Draft (Regulation 14) Neighbourhood Plan for Exbourne. Also to agree working group meeting date to review response from the Neighbourhood Plan Group to initial comments from the Council (Chair/Clerk)**

Cllrs discussed and Cllr Blakeman proposed that the Council approve the that the second section of the response to the Draft Neighbourhood Plan be sent to the neighbourhood plan group, seconded Cllr Stuart. All in Favour – Motion Carried. (RR2023/071)

Cllrs discussed a further working group date to review feedback from the group and agreed on Thursday 9th May at 7pm at the Burrow, the Clerk agreed to Book this with Cllr Steer arranging to collect the keys.

- b) **To consider creation of a Strategic Plan for the Council (Cllr Carvil)**

Cllrs were reminded that this would be up for discussion in June and to consider projects prior to that meeting. It was agreed that it should be added to the Annual Parish meeting agenda to report to the public and see if they had any feedback.

8.4.24: Finance (Clerk).

a) To receive and approve the financial schedule as presented.

The Clerk presented the [financial schedule as found in Appendix A](#) and Cllrs also discussed the possibility of making a donation to the Burrow roof project, following discussion Cllrs agreed that they would need to see a plan for the project before agreeing to support either as applicant for planning or with a financial contribution, Cllr Carvil agreed to email this information to the Burrow Committee. **Action: Cllr Carvil**

[Cllr Blakeman proposed that the Council approve the financial schedule as presented, seconded Cllr Cobb. All in Favour – Motion Carried. \(RR2023/072\)](#)

9.4.24: Reports & items for future agendas:

Councillors are reminded that this is not an opportunity for debate or decision making.

- a) Clerk: Notification of Annual Leave 06/05/2024-12/05/2024 inclusive – Noted.**
- b) Jubilee Bench: Cllr Steer reported that ne felt it was time to start considering a replacement bench which could have the existing plaque affixed and a new plaque to commemorate HM Queen Elizabeth II Platinum Jubilee added as well, Cllrs to consider costs at next meeting.**
- c) Clock: Cllr Steer gave a verbal update on the recent issues with the Clock, and reported that it is currently working, the Clerk reported that she is awaiting updated quotes which will hopefully be available for the next meeting.**
- d) Bus Shelter: Cllr Blakeman reported that he will work on getting a quote for works to the bus shelter by the Red Lion for Council consideration.**

10.4.24: Confirmation of the next Council meeting – changes will be posted on the Website:

- The Annual Parish Meeting will be held on **Tuesday 28th May 2024 at 7pm** in Exbourne Village Hall.
- The Annual Council meeting is on **Tuesday 28th May 2024 at 8pm** at Exbourne Village Hall.

11.4.24: Confidential matters (PART II) Public Bodies (Admission to Meetings) Act 1960 s1 (2)

a) Resolution required to move the Council into Part II.

[Cllr Blakeman proposed that the Council move to Part II due to the confidential nature of the items under discussion, seconded Cllr Carvil. All in Favour – Motion Carried. \(RR2023/073\)](#)

The Clerk confirmed that the audio recording had been stopped.

- b) To consider any ongoing employment matters (Chair)**
Contains sensitive employment information.
- c) To receive any quotes in relation to Assets works including Clock Maintenance quotes.**
Contains commercially sensitive information.
- d) The Chair to return the meeting to public session to hear resolutions.**
No Resolutions made.

There being no further business the Chair closed the meeting.

Appendix A: Financial Schedule.

Payments for authorisation (retrospective):

Payment Ref	Amount	Payee	Details	Power	Funding Source
PM24/023 (DD)	£28.64	EDF Energy	DAA NLS supply	Public Health Act 1936 s.234	2023-2024 Budget
PM25/001	£30.00	Exbourne Village Hall	Hall Hire (Nov& Dec 2023)	LGA1972 S.111	Admin / Hall Hire
PM25/002	£90.00	Exbourne Village Hall	Hall Hire (Jan-March 2024 (6sessions))	LGA1972 S.111	Admin / Hall Hire
PM25/003	£10.00	Exbourne & Jacobstowe	Hire for NPG meeting	LGA1972 S.111	Admin / NP

		Community Association Limited (EJCAL)			
TOTAL	£130.00				

Receipts for Information:

Payment ref	Method	Details	Amount
PR25/001	Bacs	1st half precept	£5,607.50
TOTAL			£5,607.50

Monies held as Reserves (after payments made):

Amount	Details
£1,000.00	Election cost (Earmarked Reserve)
£1,500.00	Jacobstowe LEM/ Burial Ground (Earmarked Reserve)
£1,987.00	Maintenance Fund (Earmarked Reserve)
£1,023.20	Local Grants (Earmarked Reserve)
£50.00	IT Fund (Earmarked Reserve)
£2,000.00	General Reserve
£370.45	NP Fund (Earmarked Reserve)
£80.00	Training (Earmarked Reserve)
£139.30	Staff Costs (Earmarked Reserve)
£250.00	Lengthsman (Earmarked Reserve)
£2,298.24	DAAT NLS (Earmarked Reserve)
£206.97	Admin (Earmarked Reserve)
£10,905.16	TOTAL

Bank Situation:

Bank Total at 15/04/2024	£12,609.88
Less Payments pending	£50.00
Plus receipts Received (if after Bank date)	£5,607.50
Less Money held as reserves	£10,905.16
Available Balance	£7,262.22

Signed: Jason Carvil Date: 28th May 2024