

DRAFT MINUTES OF THE MANATON PARISH COUNCIL MEETING= MONDAY, 14TH APRIL 2025 AT 7.00 PM AT MANATON PARISH HALL

Present: Cllr W Boughey (Chair), Cllr C Frampton (Vice Chair), Cllr B Warne, Cllr S Mount,
Cllr M Wylie, Cllr J Kidner, and Cllr P Martin
In attendance: Mrs L Moorse (Clerk)

The meeting commenced at 7.00pm

AGENDA ITEM			Action
ITEM 1 – The Chair to open the meeting and receive and approve apologies for absence. DNPA Rob Steemson sent his apologies.			
ITEM 2 – Declaration of interest. Cllr Warne concerning Grass Cutting Tenders Agenda Item 8.3			
ITEM 3 – Public participation No public in attendance.			
ITEM 4 - County & District Councillor reports 4.1 No District Councillor’s report had been received. 4.2 No County Councillor’s report had been received.			
ITEM 5 – To approve minutes of meeting on 10 th March 2025 The Minutes having been previously circulated were approved and signed.			
ITEM 6 - Matters arising Parish Council’s 10 th March 2025 Ash Trees – The Clerk confirmed that following the last Parish Council Meeting an email had been sent to the Forestry Commission, and, at the time of the meeting only an acknowledgement had been received.			
ITEM 7 - Finances, payments due, accounts and budget 7.1. The Schedule of Payments (previously circulated to the Councillors) was presented and it was agreed by all that the following payments should be made:			Clerk
Mrs C Boughey	£86.43	Doxdirect.com – Manaton Bulletin	
Mrs L Moorse	£245.10	Salary and Mileage	
HMRC	£55.60	Staff Tax deduction	
ROSPA Play Safety	£96.00	Annual Inspection of Manaton Playground	
DALC	£142.58	NALC and DALC Affiliation Fees	
Adam Venn (build repair maintain.com)	£480.00	Manaton Playground overhaul	
7.2 The Bank Reconciliation for March 2025, which had been previously circulated to the Councillors, was agreed by all, and signed by the Chair and Clerk.			
7.3 The accounts for the period ending 31 st March 2025 were presented, together with the budget update for the same period, and were accepted. It was noted that the annual income for the 2024-2025 year was stated as £9,567, but included earmarked funds like the Manaton Show & Fair Grant. Excluding the Show & Fair grants there was an overspend of a few hundred pounds over budget. It was agreed that earmarked funds should be excluded from general accounting discussions. The Clerk confirmed that the transfer of funds to the Reserve Account had been completed as requested at the previous Parish Council meeting. The Clerk was asked to provide for the Annual Parish Meeting a financial breakdown including separate accounting for grants and expenditure.			
It was also noted that the year-end bank balance of £8,992 compared to the opening balance of £8,314 had slightly increased despite overspending, the explanation being that the Show & Fair grants had been only partly spent during the year. The Clerk was asked to produce a bank reconciliation for the year 2024/25 as a whole, in addition to the monthly reconciliations already provided.			
ITEM 8 - Parish Matters 8.1 Annual Parish Meeting to commence at 7.00 pm: It was agreed that the main hall would be prepared ahead of the Parish Council’s AGM Meeting (at 6.00 pm) with refreshments being available upon arrival provided by Cllr Wylie. Discussions then followed as to whom to invite as guest speakers, and those who have already been approached and confirmed their attendance.			MW/JK/Clerk
8.2 Update concerning Parish Council website: Cllr Frampton provided a detailed update on the new Parish Council website. She confirmed that a provisional version has been developed in consultation with technical support. The official domain name (<i>manatonparishcouncil.gov.uk</i>) is still being processed, which is delaying finalisation, live status, and Councillor email setup. She went onto explain that the website is currently hosted on a temporary domain and is not yet live. The Councillor email addresses will be issued for key roles: Chair, Clerk, Planning, Highways, Assets (North & South), Vice Chair, etc., and a provisional "Notices" role. Councillors' concerns about the bureaucratic process were noted, but it was confirmed that the “.gov.uk” domain requirement is standard and unavoidable. Cllr Frampton went on to explain that the website is intended to be functional with basic structure and navigation. She went onto explain that a history section and media gallery have also been prepared			

AGENDA ITEM	Action
"Call My Wine Bluff" evening was enjoyed. With respect to the Hall itself it was noted that renovations, specifically decorating, have been completed.	
ITEM 14 – Correspondence Received None	
ITEM 15 - Date of next meeting 19th May 2025 • Parish Council AGM Meeting to be held at 6.00 pm. • Annual Parish Meeting to be held at 7.30 pm	
ITEM 16 – AOB VE Day: 8th May – 8pm Cllr Warne confirmed that he had transported three trailer loads of wood to the bonfire site in preparation.	
ITEM 17 - Matters for future consideration a. Requests for agenda items from Councillors – None b. Requests for agenda items from members of the public - None	

Close of meeting: The meeting closed at 8.12pm

Approved by Manaton Parish Council and signed by the Chair Date:.....