

# **EAST ANSTEY PARISH COUNCIL**

## **DRAFT MINUTES**

These minutes will be agreed at the Parish Council meeting to be held on 23<sup>rd</sup> July and might be subject to slight amendment

**The minutes of a meeting of the Parish Council held on Monday 23<sup>rd</sup> June 2025 at East Anstey Primary School at 7.30pm**

**Present:** Cllr's Miss L Moore, Miss J Gannon, R Gibson and R Milton (also District Cllr).

**In attendance:** The Clerk, Mrs J Larcombe.

**16/06/25. To receive apologies.** No apologies.

**17/06/25. Disclosure of interests in items on the agenda.** Cllr Milton declared an interest as the Ward Councillor for Bishops Nympton Ward, which includes East Anstey.

**18/06/25. To agree the minutes of the Annual Parish Council Meeting held on 14th May 2025 as an accurate record of the meeting.** The minutes were agreed as an accurate record and were duly signed by the Chair.

**19/06/25. Matters arising from the minutes, not included on the agenda.** No matters arising.

**20/06/25. Public Questions.** No members of the public present.

**21/06/25. Planning**

**a) To make a recommendation on any planning applications received by the council before the meeting.** No applications received.

**b) To note any decisions made on planning applications by NDC.**

**79999** Prior approval for change of use of agricultural building to dwelling house at Maybank Farm, East Anstey Grid Ref: 286566; 124151. Decision. Refusal of prior approval.

**c) Any other planning matters.** None.

**22/06/25. Highways: Any highways issues.** It was reported that there are big potholes everywhere.

The Clerk reported that she had received an email from a parishioner who was complaining about the poor surface of the road between Woodburn Water and Esworthy Cross. For the past 5 years she has regularly sent in reports to DCC using the internet mapping system and pointing out potholes and the poor state of this road but nothing seems to be done. She has been told that the road is too bad to be filled in by the pothole team and they only seem to fill in the pot holes between Woodburn Water and North Esworthy anyway. Her family has had several punctures over past few years which is very costly and now the holiday

makers who stay at their holiday let are starting to complain and she doesn't want to lose business over the state of this road. Several vehicles use this road including a milk tanker. It was used as a diversion when they were resurfacing Woodburn Hill to Higher Swineham and also when they resurfaced Esworthy Cross to Swineham Cross which she said made it a lot worse with the extra volume of traffic. She asked if the Parish Council could look into why this piece of road keeps being ignored and questioned whether it is in North Devon or Mid Devon because she felt there must be a reason why it doesn't get fixed. The Clerk has made inquiries and it is in Mid Devon. Oakford Parish Council has been presented with a list of highways schemes that Melanie McKenna, Neighbourhood Highways Officer for Mid Devon, has put forward for funding and they agreed this piece of road was their first priority for repair. Richard Sables, Neighbourhood Highways Office for North Devon is on long term sick leave.

### **23/06/25. Reports**

- a) District Cllr.** Cllr Milton had little to report. NDC has a finance meeting coming up.
- b) County Cllr.** No report.

### **24/06/25. Finance:**

- a) To approve invoices for payment.** It was resolved to make the following payments: Dan Passmore - £380.00 Village Green grass cutting (Payment ref: 2526/06)  
Martyn Leigh – £3,650.00 creating a car park area for the Village Green (Payment ref: 2526/07)  
Mrs J Larcombe - £365.23 refund Zurich invoice payment (Payment ref: 2526/08)  
Mrs J Larcombe - £151.66 June wages plus expenses (Payment ref: 2526/09)  
HM Revenue & Customs - £33.80 PAYE (Payment ref: 2526/10)  
Rhino Play (South West) Ltd has submitted an invoice for £15,283.20 as the remaining 50% of the quoted cost. As there are some concerns about the way the safety surfacing was laid around the new piece of multi play equipment it was resolved to pay £13,754.88 with the balance being paid when there has been a Rospa inspection and the matter resolved (Payment ref: 2526/11).  
East Anstey PCC has asked for the Churchyard Grant to be increased as the cost of maintaining the Churchyard has increased. It was agreed to increase the grant to £500 for 2025-26, (Payment ref: 2526/12). Consideration will be given to increasing this for 2026-27 when the budget for 2026-27 is discussed in November or December,  
A Direct Debit payment of £47.00 has been made to the ICO since the last meeting for the annual data protection fee (Payment ref: 2526/05)  
Bank charges of £6.00 were taken from the Current Account on 31<sup>st</sup> May 2025. £6.00 will be taken on 30th June 2025.  
An internal transfer will be made from the Current Account to the Instant Account to return the balance to £500.00
- b) To note any receipts since the last meeting and the bank balance.**  
Since the last meeting there have been no receipts.  
The Current Account balance is £6660.76 and the Instant Access Account balance is £27,372.11.
- c) Bank reconciliation 31.05.25.** Noted.

- d) To receive the report from the Internal Auditor for 2024-25.** Noted.
- e) To agree the Annual Governance Statement for 2024-25.** It was resolved to agree the Annual Governance Statement.
- f) To agree the Accounting Statement for 2024-25.** It was resolved to agree the Accounting Statement.

**25/06/25. Update on replacing the cabinet for the defibrillator with one without a lock.** Rather than replacing the cabinet, the catch that locks the cabinet will be taped back so that the cabinet is unlocked and a code is not required.

**26/06/25. Play Area**

- a) Any issues arising from playground inspections.** No issues. The old piece of multi play equipment needs removing.
- b) To agree who will carry out inspections until the next meeting.** Cllr Ms Moore will carry out the inspections. A new inspection form will be produced.
- c) Update on the installation of the new play equipment and other works.** The equipment has been installed but there is some concern about the way the safety surfacing around the new piece of multi play equipment was installed onto long grass. Rhino Play (South West) Ltd has agreed to pay for the new equipment to be inspected by Rospa. The car parking area has now been completed.
- d) To consider the quotes for fencing and a new gate at the village green.** The Parish Council had tried to obtain three quotes for the fencing and had therefore complied with the Financial Regulations. The quotes that had been received were discussed. Subject to clarification that the quote received from Mark Jackson and Paul Groves is for three rails their quote will be accepted.

**27/06/25. To discuss how to recruit councillors to fill the vacancies.** It was agreed to put together a leaflet for circulation to every dwelling in the parish to encourage parishioners to apply to be co-opted onto the Parish Council. There is likely to be a cost to get it delivered. The leaflet will point out that there is a risk of East Anstey losing its Parish Council and therefore everyone will lose their say on certain County and District Council matters and as a consultee for planning applications. As there will not be a Parish Council to request a precept there will be nothing to allocate for the benefit of the parish. The Church will not receive a grant towards the upkeep of the Churchyard and there will be no money for the Village Green grass cutting or maintenance of the play equipment.

**28/06/25. Correspondence.** There was no further correspondence.

**29/06/25. Date of the next meeting.** A date will be arranged for the week beginning 21<sup>st</sup> July and before the school break up for the summer holidays. The Parish Council will plan to revert to meeting on a regular pattern of dates.

Signed:  
Chair

Date: