**STOKE GABRIEL PARISH COUNCIL**

Minutes from the regular meeting of Stoke Parish Council held on 22nd May 2023.

Present. Cllr. Harris (Chair) Cllrs. Blood, Bridge, and King. District Cllr. B. Cooper, County and District Cllr. J. Hawkins. R.Rowe (Acting Clerk.) 6 members of the public.

The meeting commenced at 7.30 p.m.

**AGENDA**

**Item 1. Apologies**. None

**Item 2. Declarations of interest**. None

**Item 3. Dispensation requests.** None.

**Item 4. Public Participation. A total period of 10 Minutes is allowed for Members of the Public to ask questions or make any brief comments regarding the work of the Council or items on the Agenda.**

A member of the public raised a question about Co options taking place and it was explained by the Chairman that expressions of interest should be received by the 1st June and co options will be take place at the Meeting of the 26th June.

**Item 6. Minutes of Previous Meeting**.

To consider and amend as agreed by the Council (if required) and approve the Minutes of the Full Council meeting held on the 24th April.

All members were happy with approving them.

**Item 7. Matters arising from the previous meeting Minutes.**

**Item 23/04/12 – King’s Coronation Celebrations.** The Chairman thanked all those who had contributed and helped in any way with The Parish Coronation Celebrations which were much enjoyed by all who joined in with the various events which took place.

**Item 23/04/17 - CCTV for Public Toilets**. 1 quote had been received so far. This item will be on the agenda for the meeting of May 30th.

**Item 8. Financial matters** - **Whether to charge VAT on the rent of the community building**.

The former Clerk had received advice that no VAT should be charged.

**Item 9. Clerks Report**

Due to the resignation of the Clerk no report had been received**.**

The Chairman would contact the Clerk to ask him to provide an update on all outstanding matters which he was dealing with.

**Item 10. Planning matters**.

There were none to discuss.

**Item 11. Community Building update**.

Documentation is progressing well. The revision of ownership of some boundaries has now been amended. The only remaining issue left is a recognised address for the Council for the legal documentation as we have no permanent Clerk appointed. The Chairman will enquire with the Head of Legal services at SHDC whether it is possible to use SHDC. address at Follaton House.

**Item 13. Parish Council Insurance**.

This had already been actioned in the Annual Parish meeting held earlier the same evening.

**Item 14. To appoint an Internal Auditor.**

Three firms had been asked to submit fee quotes but only one had responded with a firm offer.

It was agreed to appoint DAP (Devon audit Partnership) and Cllr King would progress with the appointment paperwork so this can be completed ASAP.

**Item 15. The Community Building**.

Final Heads of Terms would now be issued following confirmation of any VAT payable on the rent.

There being no further business the Chairman closed the meeting at 7.55 p.m.

**Date and Time of next Meeting**

The next meeting will be on 30th May 2023 in The Village Hall at 7p.m.

Rosemary Rowe - Acting Clerk.