

Lapford Parish Council

Lapford Parish Council Meeting 11th March 2025

Email: clerk@lapfordparishcouncil.org.uk Phone: 07768 829511 Website: www.lapfordparishcouncil.org.uk

There was a meeting of Lapford Parish Council on Tuesday 11th March 2025 at 7.30pm held in the Orchard Centre, Lapford

Members Present: Cllrs Julie Down; Sue Briant-Evans; Bill Graham; Steve Fletcher; Ian Wilkie; Roy Andrews; Peter Heal.

Also Present: District Cllr. Steve Keable; County Cllr. Margaret Squires (from 8.30pm)

In attendance: Rob Martin (Clerk).

Others: Two members of the public.

MINUTES

2425-264 APOLOGIES

No parish council apologies had been received.

2425-265 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

There were no declarations of interest made.

The Chairman adjourned the meeting to allow public participation

2425-266 PUBLIC PARTICIPATION SESSION & UPDATES FROM LOCAL ORGANISATIONS

There were no questions from the public.

2425-267 COUNTY AND DISTRICT COUNCILLORS' REPORTS

To receive a verbal report for information.

a) Devon County Council

County Cllr. Squires reported that the County Council was concentrating on the Devolution and Local Government Reorganisation White Paper one effect of which work would be handed down parish councils.

Cllr. Squires would not be standing for election to Devon County Council in May 2025 and she was thanked by the parish council for all her work for the community over many years of service.

b) Mid Devon District Council

District Cllr. Keable circulated a written report, as follows:

1. **Northern Devon Railway Development Alliance** - are working for investment on the North Devon (Tarka) Line to transform both the passenger experience and benefit communities and businesses along the line. Last week the PC representative Steve Munday and I attended the Annual Convention in Barnstaple. I am proud that Lapford Parish Council chose to join this group, and received accolades in the Annual Report. Together, Councils along the line are providing support and momentum for investment in the line. Later in 2025 Class 175s will be brought into use on the line. This is much needed

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as passenger journeys approach 1m p.a. Two trains in the hour are needed as the platforms can not accommodate longer trains. This requires two additional passing places, new signalling and improved access.

Lapford's Neighbourhood Plan should consider the importance of the Station, the need for improved safe access and essential car parking. Digital investment is need for 'tap ticketing', wifi and Station information boards. As the Mid Devon's Cabinet Member responsible for Planning & Economic Regeneration, this is the top of my agenda, and I thank you for your support.

2. **Mid Devon balance the budget for 2nd year** - without reducing services, redundancies or using reserves. MDDC will increase Council Tax by 3%, Devon County Council by 5%.
3. **Mid Devon District Council wants to hear from local businesses about the opportunities and challenges they currently face and to better understand their needs.** The survey findings will inform future plans for the district and guide discussions with infrastructure providers and business delivery partners. Follow these links. <https://www.middevon.gov.uk/survey-open-for-mid-devon-businesses/> and <https://letstalk.middevon.gov.uk/mid-devon-business>
4. **Willand Neighbourhood Plan approved at Referendum** – follow link for more information as this is relevant to the Lapford Neighbourhood Plan.
5. Mid Devon District Council has been shortlisted in **recognition of its work to increase recycling rates and reduce fly-tipping and littering.**
6. **North & Mid Devon Building Control** achieve top quality achievement with ISO 9000 accreditation.
7. **Devolution and Local Government Reorganisation - Joint Statement** by all Devon District Councils. Likely cost to each new Unitary Council will be in the region of £16m and as in Somerset there will be no real savings. Mid Devon is backing the 1-4-5 proposal to split Devon into three larger councils (1) an expanded Plymouth, (4) the District Councils to the south of the Exe Estuary and West Devon, (5) District Councils in the northern half of the county including Exeter.

The Chairman reconvened the meeting

2425-268 MINUTES

Cllr. Heal requested that the Interest he had declared at the last meeting be altered to show a pecuniary, rather than a personal interest, as the application in question was for his next-door neighbour. The minutes were altered manually for this.

On a proposal by Cllr. Andrews, seconded by Cllr. Wilkie it was **Resolved** to receive and adopt the adjusted minutes of the last Parish Council meeting held on 18th February

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2025.

2425-269 ACTION LIST, CLERK'S REPORT & CORRESPONDENCE

The clerk had circulated a report, as follows:

1. Community Website

Some time ago it was decided to continue paying the monthly fees for the Lapford Community Website on the basis that the L2K group would use it for the archive and other of its activities. Nothing further has been done.

Councillors believed that this was a facility that could be used for a stand-alone Neighbourhood Plan team so it should continue to be maintained and discussed by the next meeting of the Steering Group. The clerk would write to the Chair of the NP Steering Group to focus on what they think would be the best way forward.

2. Road Warden Equipment – Storage

At the time of writing, nothing further has been received from MDDC. A chasing email has been sent.

Cllr. Andrews had discussed the current storage with David Drew who was happy to continue with it for the foreseeable future.

3. Section 106 Finance for Play Equipment

Although now agreed by Cllr. Keable, the Section 106 officer still wanted further information, which has been supplied. The payment date is apparently going to be 2-3 weeks from when it is 'signed off'.

Confirmation of the grant had been received and the money would be released once a 'Funding Agreement' had been signed. The clerk was on the case.

4. Play Area Refurbishment

The contract has been officially ordered. Further information is awaited regarding the target date for installation.

In response to a query from Cllr. Andrews, the clerk confirmed that the Section 106 finance for Youth Equipment remained with MDDC and would be claimed when an affordable scheme could be put together with the LYPFT about which he had agreed to meet Grace Hill.

5. Play Area Lease

Chasing emails have been sent with little progress to date.

There was still some debate about the 25/50 length of the lease, but this would be resolved shortly. The clerk would ensure the two solicitors brought this to a conclusion as soon as possible.

6. Devolution and Local Government Reorganisation

An email from MDDC has been circulated trying to explain what the current position is. My suggestion is to read it and be aware of the potential implications of its content as we might have a greater role to play once the whole thing is

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completed.

County Cllr. Squires had already confirmed above that there was an expectation that parish councils would have to undertake more localised activities and have to raise funding to do so. The clerk raised the question of parishes joining together to form bigger units to be more effective in this new scenario.

7. Groundwork Grant Report

I have received an email from Groundwork (Locality's Agent) on the subject of making an end-of-grant report for the Neighbourhood Plan Grant we have received as we need to copy invoices to them before the end of March 2025, otherwise the 'unspent' amount will have to be paid back. I have liaised with DCT and have received a final invoice for the work which will be used for this report. It will only be paid once the DCT contract has been fulfilled.

Cllrs agreed with this action and the end-of-grant submission will be submitted before 31 March 2025.

8. Dog Fouling

Email received from Dave Guyan at MDDC on publicity for the subject, alongside a commitment to making more visits to Lapford. The important thing is to report it every time it occurs.

In addition, the clerk had investigated a matter on the Action List which had come to a head at the Neighbourhood Plan Steering Group meeting the day before, as follows:

9. Orchard Centre Broadband

The broadband connection for the Orchard Centre had been poor for some time and was unable to support the current needs of a group all needing internet connection at the same time.

The first task was to determine whether the Orchard Centre had been connected to Ultrafast broadband yet, and it had been confirmed that this had occurred. The task was then to identify which suppliers gave the best deal for the parish council. After presenting a number of options from Sky, Vodafone and EE, on a proposal by Cllr. Andrews, seconded by Cllr. Fletcher, it was **Resolved** to connect to the EE/BT network on the Essential 900 + Digital Line tariff, with a guaranteed 700mb/s download speed.

The need to ensure that the emergency line is available when the power is down would be provided by the BT Local Business Unit on 01752 777880 once the installation has been done.

10. Display Screen for Orchard Centre

Following on from the Broadband update, Cllr. Graham stated that it would be a good idea to have a display screen in the Orchard Centre to show things such as the Planning Documents when considering applications. This would also help if the expected ability to hold hybrid meetings was introduced, allowing participants to join meetings from home.

District Cllr. Keable would make contact with officers at MDDC for advice on what would be necessary and plausible. The clerk and other Cllrs. would undertake some

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research on the matter and this would be discussed at the next meeting.

11. Action List

Cleaning Signs – Cllr. Briant-Evans was concerned that permission should be obtained before road signs were cleaned. The clerk would contact the Community Highways Officer for confirmation of this.

Openreach Ultrafast Broadband – Cllr. Fletcher had experienced some difficulties in getting the service into his properties and had been informed that for the time being the project had been halted, to be completed sometime later.

Parish Council Historic Records – Cllrs. Down and Briant-Evans had been working on this and would have it completed shortly.

Parish Councillor Recruitment – it was hoped that one, or two of the Neighbourhood Plan Steering Group members might be interested in becoming councillors.

Orchard Centre Toilet Lock – Cllr. Heal had fitted a lock to the toilet door.

Highways Outstanding Tasks – the clerk would resend the list to County Cllr. Squires. The list should include a large hole in the hedgerow where National Grid had removed it to put in a new pole.

2425-270 FEEDBACK FROM REPRESENTATIVES

There had been no meetings for any feedback.

2425-271 COMMITTEE REPORTS

a) Celebrations Committee

The next meeting of the Celebrations Committee would take place during the next week.

b) Lapford Emergency Action Plan (LEAP) Committee.

Cllr. Briant-Evans reported that the main current issue was that the required Road Warden training, beyond that of Chapter Eight, was impossible to organise. Devon Communities Together were trying to pull a list of training providers together in order to help keep the Road Warden scheme going. Cllrs. Wilkie and Briant-Evans would write to Cllr. Squires copying the clerk in, about this and she would attempt to get some movement from DCC.

2425-272 CHURCH GREEN TRUST FEEDBACK

The removal of the Chestnut tree needed a bat survey before work could begin and this was being sorted out by Cllr. Graham.

2425-273 GRASS CUTTING CONTRACT 2025

The parish council had received only one bid for the grass cutting contract for 2025, before the advertised closing date of 1st March 2025.

On a proposal by Cllr. Heal, seconded by Cllr. Graham it was **Resolved** to accept the bid from T&G Garden Maintenance for this contract at a total price of £445 for the year.

The bid also included a separate figure for the Church Green Trust which it will consider in due course.

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2425-274 ORCHARD CENTRE CCTV

Cllr. Graham suggested that, if this is to be undertaken to prevent or provide evidence for graffiti, a camera should be placed, with a light above the door to the Orchard Centre along with signage. The chairman would talk with the PCSO about the potential use of any images for prosecution and report back.

2425-275 FOOTPATHS (PROW)

Cllr. Shapland was not present to update the council on the current position relating to PROW Maintenance. The clerk would liaise with Cllr. Shapland to put together a P3 grant claim for 2025/26.

2425-276 VILLAGE MAINTENANCE & WEED CLEARANCE

- a) Village maintenance was an ongoing problem, particularly where it was assumed that volunteers would undertake the work. This would leave the option of employing a contractor to undertake the work, but this would require a schedule of what was going to be undertaken in order to specify the work. The chairman and Cllr. Andrews would walk/drive around the village with a camera and focus on the problem areas.
- b) The **Annual Village Clearance Day** would take place on Saturday 12th April 2025, starting at 9.30am.

2425-277 LAPFORD NEIGHBOURHOOD PLAN

- a) The notes of the Steering Group meeting on 22nd February 2025, were received and noted.
- b) The previous night there had been an information gathering Teams meeting with two planning officers from MDDC. This was full of background information on planning and would prove to be very useful. The next Steering Group Meeting would take place on Saturday 26th April 2025.

2425-278 PLANNING MATTERS

a) APPLICATIONS NOTIFIED

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
25/00170/FULL	West Ridge Veterinary Practice The Surgery Popes Lane, Lapford	Demolition of former veterinary surgery and erection of a dwelling with associated garage and parking Decision: Support (Proposed Cllr. Heal, Seconded Cllr. Graham)

b) APPLICATIONS AFTER THE AGENDA WAS ISSUED

None

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c) MDDC DECISIONS

Reference	Location	Proposal	MDDC Decision
None			

2425-279 BANK RECONCILIATION & BUDGET MONITOR STATEMENT

It was **Resolved** to receive and note the Bank Reconciliation and Receipts and Payments statement, as at 28th February 2025.

2425-280 RECEIPTS & PAYMENTS SCHEDULE

On a proposal by Cllr. Andrews, seconded by Cllr. Briant-Evans it was **Resolved** to approve the payment of the invoices on the schedule below for the period since the last meeting:

PAYMENTS

Payment to	Services	Month/Ref	Amount £	Payment No.
2024/2025				
S Hemsworth	Salary	Mar 2025	65.82	2425-37
RJ Martin	Salary	Mar 2025	550.50	2425-37
HMRC	Tax Deductions	Mar 2025	154.00	2425-37
Everflow	Orchard Centre Sewage & Water	Mar 2025	59.20	DD
BT Group Ltd	Orchard Centre Broadband	Mar 2025	55.70	DD
IONOS	Village Website Hosting	Mar 2025	21.88	DD
Adobe	Acrobat Professional	Mar 2025	19.99	DD
Envelope Supplies	Neighbourhood Plan Survey		306.00	2425-35
T&G Garden Maintenance	Grass Cutting 2024	Half-Year	215.00	2425-36
Devon Communities Together	Neighbourhood Plan Consultations	Inv 5350	3,449.46	2425-38
Bill Graham	Postage		3.60	2425-39

RECEIPTS

Receipt from	Services	Amount £	Method
2024/2025			
None			

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2425-281 ANNUAL PARISH MEETING

The 2025 Annual Parish Meeting would be held on Saturday 10th May 2025 in the Victory Hall at 10.00am.

Although local organisations would be invited to give a short update on the work done in the previous year, the main theme would be that of the **Lapford Neighbourhood Plan**.

Devon Communities Together would make a presentation of the work done to date and outline the results of the community consultation survey currently underway.

2425-282 MATTERS RAISED BY THE CHAIR

The chair had no further matters to raise.

2425-283 COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS (FOR INFORMATION ONLY)

Cllr. Wilkie questioned the need for a councillor representative to be present at the village markets, as very few people came forward. This would be placed on the agenda for the next meeting

Cllr. Graham put a query from the Twinning Group regarding the French Post Box placed in the wall near to the Mill. There was a danger that renovation work being carried out there might result in the box being damaged or destroyed. The suggestion was to relocate the box to outside of the Orchard Centre which was agreed by all councillors.

Cllr. Heal raised the damaged Perspex of the Bus Shelter at the bottom of the village, asking whether this would be better being replaced with cross-wire glass, avoiding fire damage whilst being safe. He would look at the cost of the two options and report back.

2425-284 DATE OF NEXT MEETING

To note the date of the next Parish Council meeting is changed Tuesday 15th April 2025 at 7.30pm in the Orchard Centre.

2425-285 CLOSE OF MEETING

The meeting closed at 9.55pm

LAPFORD PARISH COUNCIL

Action List 11th March 2025 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
2324 235	Ownership of the adjacent land to be determined.	Clerk	LEASE TO BE DRAWN UP
2324 069	Ash Dieback. Ownership of affected trees to be researched and addresses passed to the Clerk.		Highways List
2324 235 2425 043	Cleaning of signs to be arranged.	Cllrs Heal & Down	Deferred until Spring
2324 242	Neighbourhood Plan.	Parish Council	Survey produced and distributed & advertised.
2324 235 6 2425 046	Telephone Box – Make safe for use as book swap area.	Cllrs. Wilkie, Heal	Pending
2324 137 3	Clerk's Hours Worked – to solve the disparity between the hours paid for, 35 hours per month, and the hours worked.	Clerk	With the chairman.
2324 231 2425 047	Openreach Fibre Connection	Clerk	Some installation taken place but work on hold currently.
2324 235 3	PC Historic Records	Clerk Cllrs Briant-Evans and Down	BT full fibre order for OC placed. Work been done, report back when complete.
2425 005	Co-option of new councillors	Council	Cllrs. Down and Briant-Evans to work up advertisement
2324 250 2425 053	Lapford Play Facilities - To put together a plan of what is to be done with both the Playing Field, liaising on this with LYPFT, and play equipment	Clerk, District Chairman, Cllr. Keable, Cllr. Andrews and others	Order is sent & grant agreed, awaiting grant agreement from MDDC
2324 309	Orchard Centre work to be done a) <u>Painting of toilet door</u> b) <u>Toilet handrail to be refurbished</u> c) <u>Cleanup of the outside of the Orchard centre and complete the</u>		Youth equipment, liaise with LYPFT All tasks are pending for the time being

LAPFORD PARISH COUNCIL

Action List 11th March 2025 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
	<u>exterior painting</u> d) <u>Entrance into the Orchard Centre by the door can be slippery.</u> e) <u>Hole in archive cupboard as a result of the fuse board being moved</u> f) <u>Repainting of interior and fitting of new notice boards</u>		
2425 037	Highways – Road Wardens	Clerk & Cllr. Heal	<i>Equipment delivered & in storage Further Training be arranged with reference to Margaret Squires and DCT.</i>
2425 039	Footpaths	Chair & Clerk Cllr. Shapland	<i>Cllr. Shapland to be liaised with</i>
2425 040	Highways Additional outstanding jobs requiring completion	DCC	<i>Additional list sent to Margaret Squires, awaiting response.</i>
2425 175	Select List of Contractors – to draw up a list of people that can be contacted first when work needs to be done.	Clerk	<i>List to be drawn up from the Lookout and other local sources with request for hourly rates being made.</i>

LAPFORD PARISH COUNCIL**Parish Council Meeting 15th April 2025****Clerk's Report****Report from the Parish Clerk****1. Orchard Centre Broadband**

The BT engineer will attend the Orchard Centre from 1pm on Friday 11th April to fit the new broadband kit, following which the wifi is expected to be much stronger.

2. Internal Audit

The clerk has been contacted by Louise from Mulberry & Co and now has the necessary information to be able to submit the necessary paperwork. The audit report is expected to be received before the Parish Council Annual Meeting on 13th May 2025.

3. Payroll Close Down

The parish council payroll information has already been passed to HMRC via the Real-Time Information system and both the clerk and the cleaner have received P60 documents for 2024/25.

4. Railway

The latest round of emails between Steve Munday and Matt Cambourne of GWR have been circulated so the current issues are apparent within those.

5. Pensions Regulator

Once every three years employers have to re-enrol with the Pensions Regulator which will have been undertaken by the time of this meeting. The main idea is to remain on the system, even though no pension is paid by LPC.

6. Orchard Centre Electricity

It is clear from the accounts that EDF have for some reason stopped invoicing the parish council and taking the Direct Debit. They will be contacted to inform them of the error and the unspent portion of the budget for 2024/2025 (£824) is moved into a reserve to be paid during the current financial year.

7. Section 106 Finance for Play Equipment

Agreement to pay LPC the finance for the Toddlers Equipment has been made, but not yet paid. Apparently, because the amount is over £10,000, the parish council has to enter into a grant agreement first. MDDC Section 106 team have been asked for this agreement, but it is with the solicitors. The urgency to get it sorted is being conveyed regularly.

8. Play Area Refurbishment

The contract has been officially ordered. Further information is still awaited regarding the target date for installation.

9. Play Area Lease

This will be pursued further.

10. Devolution and Local Government Reorganisation

LAPFORD PARISH COUNCIL

An email from MDDC has been circulated trying to explain what the current position is. My suggestion is to read it and be aware of the potential implications of its content as we might have a greater role to play once the whole thing is completed.

11. Groundwork Grant Report

The end of grant report was submitted well before 31st March 2025 and has been acknowledged (three times!)

Rob Martin

09 April 2025

Action List
15th April 2025 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
2324 235	Ownership of the adjacent land to be determined.	Clerk	LEASE TO BE DRAWN UP
2324 069	Ash Dieback. Ownership of affected trees to be researched and addresses passed to the Clerk.		ON LIST FOR MS/ST
2324 235 2425 043	Cleaning of signs to be arranged.	Cllrs Heal & Down	Deferred until Spring
2324 242	Neighbourhood Plan.	Parish Council	Survey completed and DCT are collating the answers for presentation at the Annual Parish Meeting on 10th May 2025 @ 10am
2324 235 6 2425 046	Telephone Box – Make safe for use as book swap area.	Cllrs. Wilkie, Heal	PROGRESS NOT KNOWN
2324 117	Community Broadband	Clerk	PENDING
2324 137 3	Clerk's Hours Worked – to solve the disparity between the hours paid for, 35 hours per month, and the hours worked.	Clerk	With the chairman.
2324 231 2425 047	Openreach Fibre Connection	Clerk	Connection to be made by BT on Friday 11th April 2025
2324 235 3	PC Historic Records	Clerk Cllrs Briant-Evans and Down	Almost complete
2425 005	Co-option of new councillors	Council	Now three vacancies
2324 250 2425 053	Lapford Play Facilities - To put together a plan of what is to be done with both the Playing Field, liaising on this with LYPFT, and play equipment	Clerk, District Chairman, Cllr. Keable, Cllr. Andrews and others	Order placed, awaiting receipt of grant from MDCC LYPFT have agreed what they want, report to this meeting.

Action List
15th April 2025 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
2324 309	Orchard Centre work to be done a) Painting of toilet door b) Toilet handrail to be refurbished c) Cleanup of the outside of the Orchard centre and complete the exterior painting d) Entrance into the Orchard Centre by the door can be slippery. e) Hole in archive cupboard as a result of the fuse board being moved f) Repainting of interior and fitting of new notice boards		<i>All tasks are pending for the time being</i>
2425 037	Highways – Road Wardens	Clerk & Cllr. Heal	<i>Equipment delivered & in storage Further Training to organize</i>
2425 039	Footpaths	Chair & Clerk Cllr. Shapland	<i>Cllr. Shapland to be liaised with</i>
2425 040	Highways Additional outstanding jobs requiring completion	DCC	<i>Additional list sent to Margaret Squires, awaiting response.</i>
2425 175	Select List of Contractors – to draw up a list of people that can be contacted first when work needs to be done.	Clerk	<i>List to be drawn up from the Lookout and other local sources with request for hourly rates being made.</i>

clerk@lapfordparishcouncil.org.uk

From: Dilshan Khan | Clear Utility Solutions <dilshan@clearutilitysolutions.com>
Sent: 06 March 2025 13:14
To: clerk@lapfordparishcouncil.org.uk
Subject: Lapford Parish Council - Electricity and Water Renewal - DevonALC association
Attachments: Lapford Parish Council - DevonALC - Supply Tariff Renewal.xlsx; Lapford Parish Council - Everflow Renewal Quote - DevonALC.pdf

Importance: High

Dear Rob,

Thank you for your time earlier,

As mentioned, we previously did the Electricity & Water contracts for Lapford Parish Council.

I am following up on the account and can see the contracts has come up for renewal, with now being a good time to look.

Please see attached renewal quotes with Tomato Energy working out the cheapest compared against your current rates, with annual savings of £401.00p for the electricity.

Tomato Energy are one of our most trusted suppliers and are keen to take on council supplies, we have placed a large number of councils with them and have always come up trumps. Their tech driven approach to the industry gives them the competitive edge over other suppliers, meaning you will more than likely get the cheapest quote from them.

Please also see attached renewal quotes from Everflow, who are currently working out the cheapest for the water supply. Everflow align with our core values as they have numerous charitable and renewable projects in place, they also boast a great customer service rating.

I have added you to the Council Basket meaning included in the above tariffs is a group discount. If acceptable we will handle the process for you and offer full post contract support as standard with our DevonALC partnership.

As the market is all over the place at the moment the above prices are held day by day (won't move by much).

Let me know your thoughts,

Kind Regards

Dilshan



Dilshan Khan

Utility Specialist

01327 601123

clearutilitysolutions.com

Tomato Energy (Council Basket Supplier)								Estimated Annual Saving vs Previous Rates	
Fuel	Company Name	MPAN	Start Date	Fixed Term	Unit Rate (p/kWh)	Standing Charge (p/day)	Day Consumption	Estimated Annual Cost	
Electricity	PUBLIC CONVENIENCES	2200018667926	30/04/2025	36 Months	26.400	0.000	2950	£778.80	£406.90

EDF (Comparison)									
Fuel	Company Name	MPAN	Start Date	Fixed Term	Unit Rate (p/kWh)	Standing Charge (p/day)	Day Consumption	Estimated Annual Cost	
Electricity	PUBLIC CONVENIENCES	2200018667926	30/04/2025	36 Months	26.200	60.000	2950	£991.90	

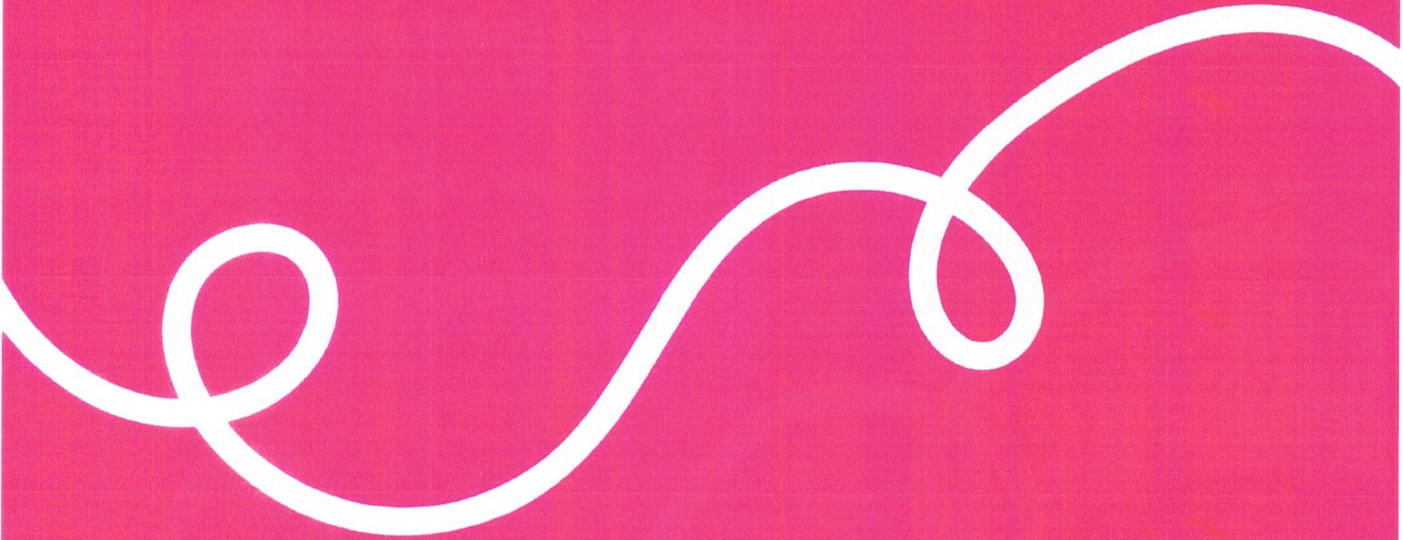
EDF (Previous Rates)									
Fuel	Company Name	MPAN	Start Date	Fixed Term	Unit Rate (p/kWh)	Standing Charge (p/day)	Day Consumption	Estimated Annual Cost	
Electricity	PUBLIC CONVENIENCES	2200018667926			37.100	25.000	2950	£1,185.70	

2425-2017

everflow[®]



Your renewal summary



Your renewal summary

Save money with transparent pricing

	Wholesale services	Retail services	Annual spend
Rollover price	£859.42	£246.83	£1,106.25
Renewal price	£859.42	£208.68	£1,068.10
Savings from renewing		15%	£38.15



Prices exclude VAT and are valid for 28 days from date of quote.
All suppliers buy the water at the same wholesale rates!

Key terms & conditions

Please ensure that you have read our full terms & conditions which are available at:

<https://everflowutilities.com/legal/water-standard-terms-conditions>

All prices quoted are based upon a three year contract unless otherwise stated.

Your payment profile with us will be two months up front followed by 34 monthly payments with the last month uncharged.

All prices are based upon payment via Direct Debit and electronic billing unless explicitly stated otherwise.

Early termination fees apply-see full T&Cs.

Wholesale prices may increase or decrease annually (in April or June, depending on your wholesaler).

Why switch to Everflow?

Simple – to save money and receive a higher quality service. As the UK's fastest growing water supplier, we offer:



Transparent pricing – wholesale rates plus a fully fixed, great value service fee



On average, our customers save over £150 a year by switching to Everflow



'Excellent' customer service



Dedicated service team



Average call waiting time – under 2 minutes



Water audits available

Charges breakdown

The following breakdown is applicable for all of these sites

Customer name	Premises address	Postcode	Supply point ID (SPID)
Lapford Parish Council	Public Conveniences	EX17 6PZ	3028191903



Your Everflow rates

Retail fee

The retail fee covers all the services we provide, including meter reading, supplier management, customer support and billing.

Retail fee (£/annum)	£208.68
Wholesale (£/annum)	£859.42
Total charge (£/annum)	£1,068.10

Consumption

This is the amount of water we estimate you're going to be using over the next year, based on previous usage.

Wholesale rates

These are the rates you will see on your bill. They are set by your wholesaler; we don't mark them up and we display our retail fee separately so you can see that you're getting excellent value from the retail services we deliver. Wholesalers typically adjust their rates every April.

Consumption (m³)			Unit rates (£/m³)			Fixed rates (£/annum)			Total annual wholesale charge
SPID	Water	Waste	Water	Waste	Water	Waste	Surface drainage	Roads drainage	
3028191903	104.29 m3	99.07 m3	£2.7129	£5.1566	£28.94	£11.50	£25.19	N/A	£859.42

The pricing information above has been generated using industry held information regarding your meter details and consumption. This information is correct as of the date of the quote, but may be subject to change.

YOUTH PLAY FACILITIES**Report by the Parish Clerk**

Now that the Toddler Play Area contract is set up, the next stage was to consider the youth play facility upgrade brought forward by the Lapford Youth and Playing Field Trust (LYPFT) to be installed on its land.

Having liaised with the LYPFT the following is its proposal for the equipment required alongside the potential funding for it.

The trust had already chosen Sovereign as its preferred supplier/installer and the company was informed of a new reduced level of play/fitness equipment (6 items) and a possible additional see-saw as an addition if this could be afforded.

Sovereign have produced quotations for the two requirements and this is attached to this report.

The costs for the provision and installation of these items are as follows:

Target Muscle Group - £8,505.94

Timber See-Saw - £4,074.49

The Target Muscle Group equipment is the first priority for the LYPFT.

Available within the MDDC Section 106 funds there is £7,147 specifically for the provision of Youth Equipment in Lapford. The proposal is to use that money for this project. In addition, the LYPFT is able to enhance this amount by at least £2,000 making a total of £9,147 which would pay for the Target Muscle Group with some left over. This is a firm proposal by the LYPFT.

As far as the See-Saw is concerned, the proposal is to use the remaining £640 and to fund-raise for the remaining £3,400 starting with the County Council Community Funds of (say) £1,000 (this will only become clear when the election is over) alongside grant claims and possibly some from Lapford Parish Council.

The Parish Council is asked to consider this and decide whether it will:

- a) Apply for the remaining Section 106 funds on LYPFTs behalf
- b) If successful with the Section 106, organise and pay for the equipment (for VAT reasons)
- c) Consider what funding, if any, it could make available towards the youth equipment project.



YOUR QUOTATION
Lapford Youth Playing Field Trust

**BRINGING
IMAGINATION
INTO PLAY**



SOVEREIGN
Solving the world's problems one day at a time

Our Ref: N3/ 98209

03 April 2025

Lapford Youth Playing Field Trust
2 Orchard Way
Lapford
Credition
EX17 6PR

Dear Grace Hill,

Thank you very much for the opportunity to develop your outdoor environment.

I sincerely hope our quotation is of interest to you. Should you need us to make any alterations to the content of the design, we are very flexible and always willing to help.

Your quotation has been fully itemised to make the selection process as easy as possible and includes everything you need for your project.

All of our equipment and surfacing is designed, manufactured and installed to current British Standards 1176 and 1177. We are approved members of CHAS and Construction Line, and our timber is FSC certified. We have many further accreditations which are detailed within this pack along with examples of our work and extensive warranties.

Once again I would like to thank you for this opportunity to present my proposals and genuinely hope that they will be of interest to you.

Should you have any queries or questions at any time please feel free to contact me directly, my mobile and email can be found below.

I look forward to hearing from you.

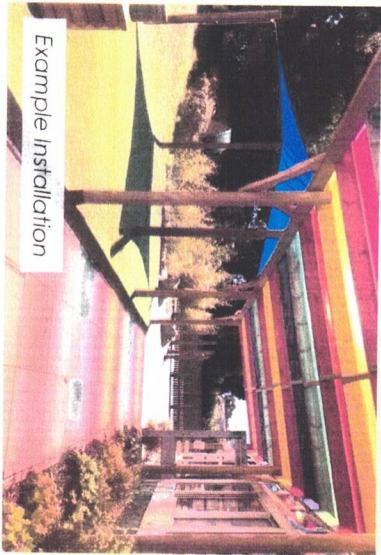
On behalf of Sovereign,

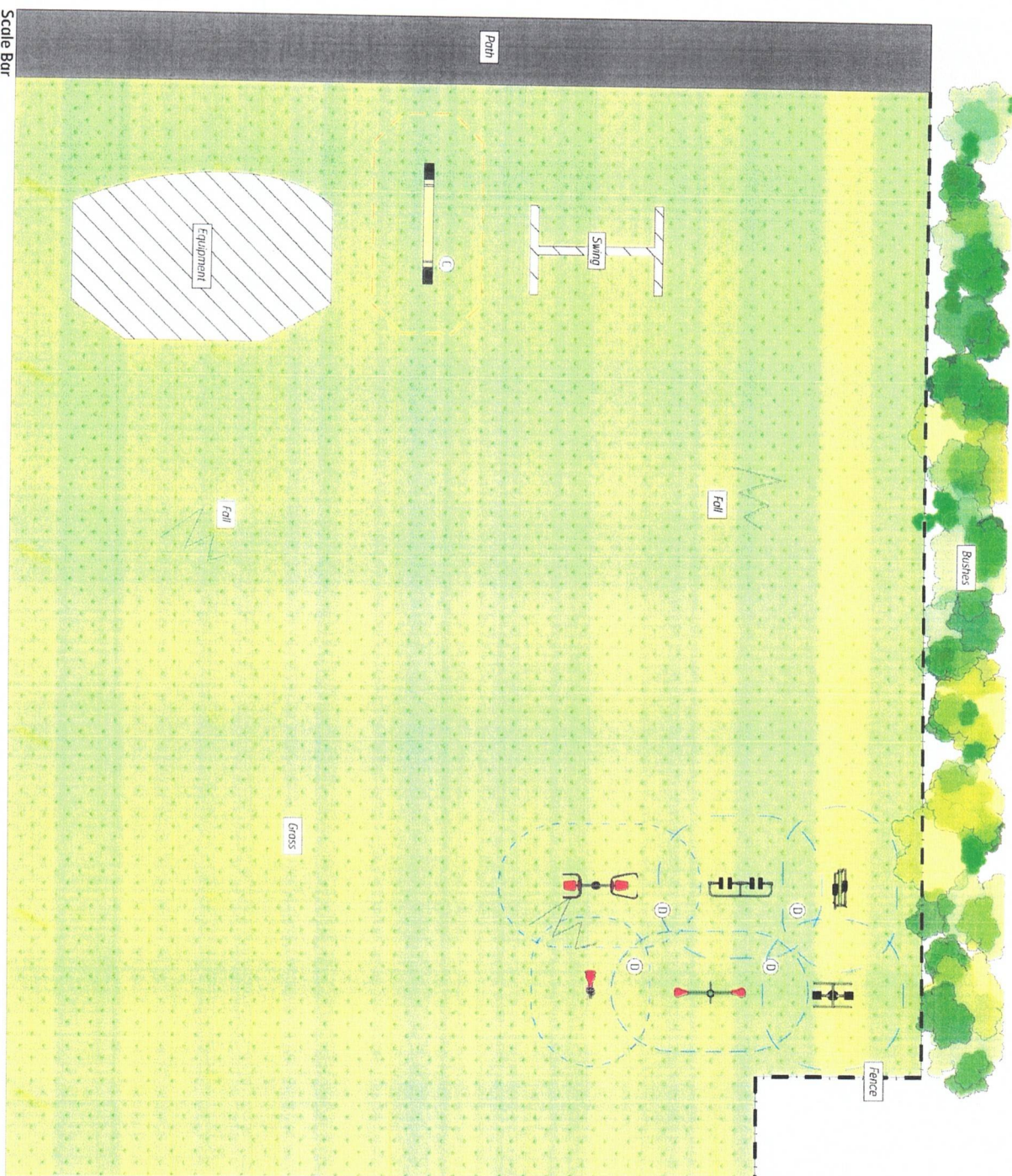
Your Area Manager

Neil Hudson - 07917 230139 - neil@sovereignplay.com



*Example Installations Below (products may vary)





Quote One Equipment:

C Timber See Saw

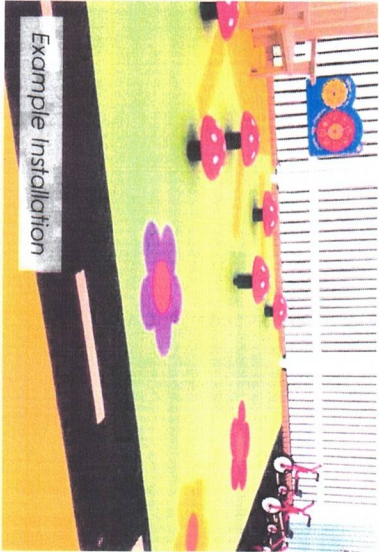
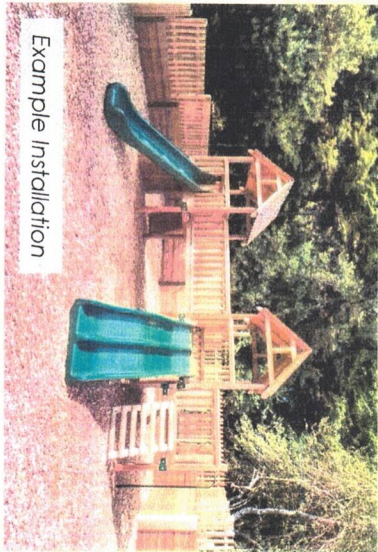
Quote Two Equipment:

- 1) Adults: Outdoor Gym – Target Muscle Groups:
 - 1x Adults: Double Health Walker
 - 1x Adults: Double Squat Push
 - 1x Adults: Double Sled Skier
 - 1x Adults: Sky Stepper
 - 1x Adults: Bicycle
 - 1x Adults: Combination Chest Press And Pull Down

Quote One

Qty	Ref	Equipment	Price
1	C	Timber See Saw With Installation Into Grass	£3,347.93
Qty	Ref	Removals	Price
1	R1	Optional subsidised removal off site of spoil and/or waste material created from our installation works.	£250.00
Qty	Ref	Miscellaneous (Welfare, Site Security, Other)	Price
1	WF1	Provide heras type fencing (as recommended by the Health & Safety Executive) for the duration of the contract	£409.59
Other Items/services			
1	WF3	Provide re-filling of on site water supply for installations for the duration of the contract - Assuming fresh water tap accessible via client within 1 mile of installation site (0.5 mile in built up areas)	£66.97
Other Items/services			
Sub Total			£476.56
Your Discounted Prompt Payment Offer:			£4,074.49
(Prompt Payment Saving):			£1,649.22
Retail Price:			£5,723.71
5x Spread Payment Plan Payments:			£1,144.74
Qty	Ref	You May Also Require (Items below are NOT included within total)	Price
1	N/A	Independent Post Installation Inspection (recommended additional option)	£490.00
Other Items/services			
1	WF4	Provide ground protection to grass/soft areas of access route for the duration of the contract	£677.45
Other Items/services			
1	N/A	Sovereign Compliance Package (5 Years, 2x Visits Per Annum)	£399.00
Other Items/services			

*Example Installations Below (products may vary)



All prices are valid for 30 days, include delivery, exclude VAT and may be subject to a technical pre-installation site survey. E & OE, subject to our Terms and Conditions.

Quote One

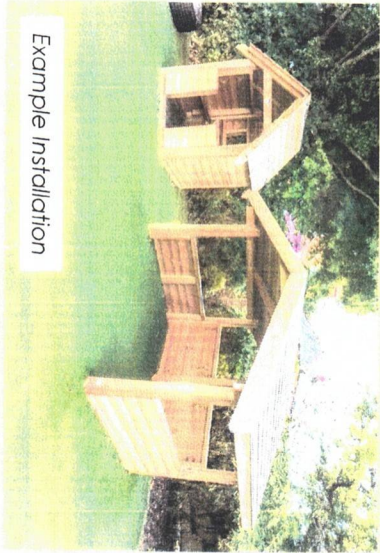
Subject to full technical site survey.

Discounted Prompt Payment Terms are based on a 25% deposit payable by return and a balance invoice payable by return after delivery/installation.

15 Day Payment Offer Terms are based on full payment being received within 15 days of delivery/installation.

We pride ourselves on our best value ensuring we are always competitive and will price match if we can ascertain the competitors service, design, quantities and quality of materials used are like for like.

*Example Installations Below (products may vary)



Example Installation



Example Installation



Example Installation

All prices are valid for 30 days, include delivery, exclude VAT and may be subject to a technical pre-installation site survey. E & OE, subject to our Terms and Conditions.

Quote Two

892 - 52 + 2

Qty	Ref	Equipment	Price
-----	-----	-----------	-------

1	D	Adults Outdoor Gym - Target Muscle Groups: 1x Adults Double Health Walker 1x Adults Double Squat Push 1x Adults Double Slalom Skier 1x Adults Sky Stepper 1x Adults Bicycle 1x Adults Combination Chest Press And Pull Down With Installation Into Grass	£7,320.00
---	---	---	-----------

Qty	Ref	Removals	Price
-----	-----	----------	-------

1	R1	Optional subsidised removal off site of spoil and/or waste material created from our installation works. Removal	£250.00
---	----	---	---------

Qty	Ref	Miscellaneous (Welfare, Site Security, Other)	Price
-----	-----	---	-------

1	N/A	Sovereign Compliance Package (5 Years, 2x Visits Per Annum) Other Items/services	£399.00
---	-----	---	---------

1	WF1	Provide heras type fencing (as recommended by the Health & Safety Executive) for the duration of the contract Other Items/services	£429.98
---	-----	---	---------

1	WF3	Provide re-filling of on site water supply for installations for the duration of the contract - Assuming fresh water tap accessible via client within 1 mile of installation site (0.5 mile in built up areas) Other Items/services	£106.96
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Sub Total £935.94
Your Discounted Prompt Payment Offer: £8,505.94

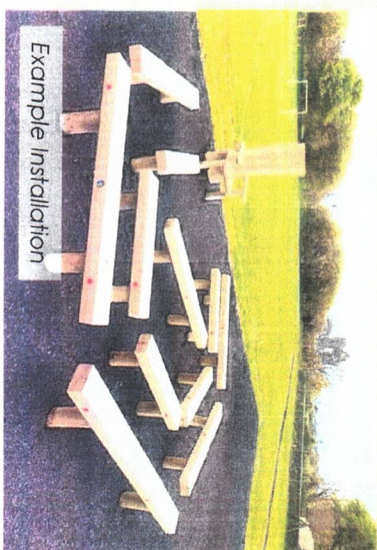
(Prompt Payment Saving): £2,899.11

Retail Price: £11,405.05

5x Spread Payment Plan Payments: £2,281.01

Qty	Ref	You May Also Require (Items below are NOT included within total)	Price
1	N/A	Independent Post Installation Inspection (recommended additional option) Other Items/services	£490.00
1	WF4	Provide ground protection to grass/soft areas of access route for the duration of the contract Other Items/services	£657.72

*Example Installations Below (products may vary)



All prices are valid for 30 days, include delivery, exclude VAT and may be subject to a technical pre-installation site survey. E & OE, subject to our Terms and Conditions.

Quote Two

Subject to full technical site survey.

Discounted Prompt Payment Terms are based on a 25% deposit payable by return and a balance invoice payable by return after delivery/installation.

15 Day Payment Offer Terms are based on full payment being received within 15 days of delivery/installation.

We pride ourselves on our best value ensuring we are always competitive and will price match if we can ascertain the competitors service, design, quantities and quality of materials used are like for like.

*Example Installations Below (products may vary)



All prices are valid for 30 days, include delivery, exclude VAT and may be subject to a technical pre-installation site survey. E & OE, subject to our Terms and Conditions.

2425-299 a)

LAPFORD PARISH COUNCIL
ASSET REGISTER 31 MARCH 2025

Item	Date Acquired	Method of valuation	Purchase Price	Location	2024/25 Insurance Cover
BUILDINGS & LAND					
Orchard Centre & Public Convenience	2004	Acquisition Cost	£500.00	Orchard Way, EX17 6PZ	£88,828
Orchard Centre Car Park	27/06/2017	Lease	£1.00	Orchard Way, EX17 6PZ	£0
STREET FURNITURE					
Wooden bench	28/03/2019	Acquisition Cost	£775.00	Eastington Lane, EX17 6QB	£800.00
Wooden bench		Acquisition Cost	£800.00	Opposite Heathfield, EX17 6PX	£800.00
Wooden bench	15/02/2018	Acquisition Cost	£800.00	Victory Hall	£800.00
Wooden bench	15/07/1905	Acquisition Cost	£800.00	Behind Orchard Centre EX17 6PZ	
Metal seat		Acquisition Cost	£800.00	Mill Hill, EX17 6PU	£800.00
Metal seat		Acquisition Cost	£800.00	Chawleigh Road, EX17 6QH	£800.00
Bus shelter		Acquisition Cost	£5,000.00	Orchard Way, EX17 6PZ	£5,000.00
Bus shelter		Acquisition Cost	£5,000.00	Yeo Vale Industrial Estate, EX17 6QT	£5,000.00
Bus shelter	Nov-24	Acquisition Cost	£4,270.00	Highfield Road Entrance EX17 6Q?	£5,000.00
Telephone Kiosk	2017	Acquisition Cost	£1.00	Eastington Lane, EX17 6PZ	£5,000.00
Noticeboard		Acquisition Cost	£400.00	Village Hall Wall	£400.00
Noticeboard	2022	Acquisition Cost	£1,000.00	Village Hall	£1,000.00
Noticeboard		Acquisition Cost	£400.00	Orchard Centre EX17 6PZ	£400.00
7 x Finger Posts		Acquisition Cost	£1,500.00	Various	£1,500.00
Car Park Signs	2022	Acquisition Cost	£144.00		£0.00
OFFICE EQUIPMENT					
Orchard Centre Contents					
Filing cabinet – 4 drawer metal		Acquisition Cost	£300.00	Orchard Centre, EX17 6PZ	£300.00
20 Chairs		Acquisition Cost	£800.00	Orchard Centre, EX17 6PZ	£800.00
4 Tables		Acquisition Cost	£500.00	Orchard Centre, EX17 6PZ	£500.00
Other Orchard Centre Equipment		Acquisition Cost	£1,000.00	Orchard Centre, EX17 6PZ	£1,000.00
Clerk's Office Contents				Clerk's Home	
Lenovo Laptop	29/05/2024	Acquisition Cost	£483.00	Clerk's residence, EX17 5HU	£500.00
FIRST AID EQUIPMENT					
Defibrillator	03/10/2017	Acquisition Cost	£600.00	Orchard Centre, EX17 6PZ	£600.00
Defibrillator	01/10/2024	Acquisition Cost	£1,511.00	Spar Shop Wall	£1,500.00
EMERGENCY PLAN EQUIPMENT					
Sand Storage Boxes	01/05/2018	Acquisition Cost	£483.00	Yeo Vale Industrial Estate, EX17 6YG	£500.00
4 x Emergency Lights	01/05/2018	Acquisition Cost	£104.00	Orchard Centre, EX17 6PZ	£200.00
6 x Walkie Talkies		Acquisition Cost	£513.00	Orchard Centre, EX17 6PZ	£600.00
Other Emergency Equipment		Acquisition Cost	£216.00	In Storage Boxes	£200.00
Other Emergency Equipment		Acquisition Cost	£300.00	Orchard Centre, EX17 6PZ	£300.00
LERT Reconditioned Laptop		Acquisition Cost	£230.00	Clerk's Residence EX17 5HU	£250.00
MISCELLANEOUS					
Manhole Covers			£750.00		
TOTAL		TOTAL	£30,280.00		£34,550.00

TOTAL ASSET VALUE	£30,280.00
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LLOYDS BANK



01 April 2025

Page 1 of 2

Lapford Parish Council
14 STATION ROAD
YEOFORD
CREDITON
DEVON
EX17 5HU

Your Account

Sort Code 30-99-50
Account Number 78183268

COMMUNITY ACCOUNT

01 March 2025 to 31 March 2025

Money In	£0.00	Balance on 01 March 2025	£31,269.77
Money Out	£1,884.45	Balance on 31 March 2025	£29,385.32

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
11 Mar 25	IONOS CLOUD LTD. V73144437-60265410	DD		30.74	31,239.03
14 Mar 25	EVERFLOW LIMITED E264080A	DD		82.99	31,156.04
18 Mar 25	SERVICE CHARGES REF : 449256985	PAY		4.25	31,151.79
20 Mar 25	ENVELOPE SUPPLIES 200000001523448919 2440	FPO		306.00	30,845.79
20 Mar 25	RJ MARTIN 100000001518298507	FPO		95.88	30,749.91
20 Mar 25	TORRIDGE, NORTH, M 400000001532309869 LAPFORD	FPO		300.00	30,449.91
20 Mar 25	TREVOR HILL 300000001530890711 2025	FPO		215.00	30,234.91
20 Mar 25	WILLIAM GRAHAM 300000001530890998	FPO		3.60	30,231.31
20 Mar 25	SUSAN A HEMSWORTH 200000001523460689 SALARY	FPO		65.82	30,165.49
20 Mar 25	RJ MARTIN 500000001527477664 SALARY	FPO		550.50	29,614.99
20 Mar 25	HMRC - ACCOUNTS OF 200000001523460708	FPO		154.00	29,460.99
20 Mar 25	ADOBE *ADOBE CD 1417	DEB		19.97	29,441.02
26 Mar 25 (Continued on next page)	BT GROUP PLC GP00449335- 000077	DD		55.70	29,385.32

Lapford Parish Council

Prepared by: _____
 Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
 Name and Role (RFO/Chair of Finance etc)

Date: _____

Bank Reconciliation at 31/03/2025			
	Cash in Hand 01/04/2024		30,994.95
	ADD		
	Receipts 01/04/2024 - 31/03/2025		40,241.00
			71,235.95
	SUBTRACT		
	Payments 01/04/2024 - 31/03/2025		41,850.63
A	Cash in Hand 31/03/2025 (per Cash Book)		29,385.32
	Cash in hand per Bank Statements		
	Petty Cash	31/03/2025	0.00
	Natwest Current Account	31/03/2025	0.00
	NS&I	31/03/2025	0.00
	Lloyds Treasurers	31/03/2025	29,385.32
			29,385.32
	Less unrepresented payments		
			29,385.32
	Plus unrepresented receipts		
B	Adjusted Bank Balance		29,385.32
A = B Checks out OK			

LAPFORD PARISH COUNCIL

2024/2025 OUTTURN v REVISED BUDGET

2023/2024 Actual £		2024/2025 Revised Budget £	2024/2025 Outturn £	2024/2025 Outturn vs Budget £
	RECEIPTS			
25,000	Precept	26,000	26,000	-
167	Interest	80	80	(0)
100	Grants & Other Donations	3,115	5,328	2,213
	PROW P3 Grant	1,800	1,800	-
	NP Grants	5,510	5,510	-
-	Section 106 Income	-	-	-
	Insurance Claim Income	343	343	(0)
1,091	Event Income	59	59	-
2,174	VAT Receipts	1,122	1,122	-
28,532	TOTAL Receipts	38,029	40,241	2,212
	PAYMENTS			
	Administration			
210.00	External Audit	210	210	-
225.00	Internal Audit	195	195	-
35.00	ICO	35	35	-
-	Legal Fees	290	290	-
590.11	Insurance	515	515	(0)
1,736.46	Elections	-	-	-
1,484.83	IT&C	500	924	424
	IT Equipment	457	457	(0)
91.59	Office Consumables	300	163	(137)
-	Postage	-	4	4
	Venue Hire/Zoom	100	60	(41)
53.65	Bank Charges	-	4	4
	Clerk & Councillors			
8,025.63	Clerk's Salary	8,400	8,258	(142)
147.63	Clerk's Expenses	200	189	(11)
-	Councillor Expenses	100	-	(100)
200.00	Councillor Allowances	200	-	(200)
342.48	Training & Development	400	-	(400)
	Subscriptions			
259	DALC/NALC	270	373	103
67	SLCC	70	64	(6)

LAPFORD PARISH COUNCIL

2024/2025 OUTTURN v REVISED BUDGET

2023/2024 Actual £		2024/2025 Revised Budget £	2024/2025 Outturn £	2024/2025 Outturn vs Budget £	
2,046	Maintenance & Improvements	200	334	134	(1,711)
520	Telephone & Broadband	500	557	57	37
-	Telephone Kiosk				-
-	Refurbishment	-	-	-	-
-	Maintenance	-	-	-	-
-	Defibrillator				-
344	Installation	1,511	1,511	-	1,511
	Maintenance & Consumables	350	246	(104)	(98)
-	Community Website				-
193	Development	-	-	-	-
	Maintenance	220	236	16	43
-	Maintenance & Improvements				-
195.00	Annual Inspections	-	-	-	-
-	Church Clock	195	195	-	-
-	Air Ambulance Lighting	-	-	-	-
320.00	Grass Cutting	400	430	30	110
-	Verge Cutting	-	-	-	-
-	Landscaping	-	-	-	-
-	Village & Sign Maintenance	1,050	1,048	(2)	1,048
32.76	Noticeboard	130	-	(130)	(33)
375.82	Salt Bins	-	129	129	(247)
	Road Warden Equipment	700	603	(97)	603
	Bus Shelter Installation	4,430	6,644	2,214	6,644
	Toddlers Play Equipment	-	-	-	-
	Youth Play Equipment	-	-	-	-
	Xmas Tree & Decorations	-	77	77	77
-	Benches	-	-	-	-
-	Public Rights of Way				-
	Maintenance & Improvements	1,800	1,277	(523)	1,277
-	Emergency Planning				-
-	Equipment	100	-	(100)	-
-	Booklet	-	-	-	-
75	Maintenance & Improvements	100	-	(100)	(75)
-	Training	-	-	-	-
1,300.00	Grants Made				-
333.72	Lapford Church Green	1,500	1,500	-	200
	LYPFT	300	-	(300)	(334)
579.25	Donations				-
30.00	General Donations	1,000	2,300	1,300	1,721
32.50	Armistice Wreath	50	50	-	20
85.00	Litter Pick Refreshments	60	-	(60)	(33)
375.00	Footpath Lighting	85	85	-	-
	Event Expenditure	83	419	336	44
	Neighbourhood Plan				-

LAPFORD PARISH COUNCIL

2024/2025 OUTURN v REVISED BUDGET

2023/2024 Actual £		2024/2025 Revised Budget £	2024/2025 Outturn £	2024/2025 Outturn vs Budget £	
	Direct Costs	300	429	129	429
	Consultants	5,510	2,755	(2,755)	2,755
4,499.26	Loan Repayments				-
	PWLB Repayments	4,500	4,499	(1)	-
857.73	VAT Expenditure	1,000	2,932	1,932	-
					2,074
27,441.78	TOTAL EXPENDITURE	40,966	41,851	885	14,409
(1,090.03)	NET EXPENDITURE/(INCOME)	2,937	1,609	(1,328)	

LAPFORD PARISH COUNCIL

2024/2025 OUTTURN v REVISED BUDGET

2023/2024 Actual £		2024/2025 Revised Budget £	2024/2025 Outturn £	2024/2025 Outturn vs Budget £
-	DCT	-	-	-
-	Car Park			
-	Maintenance & Improvements	300	-	(300)
937	Orchard Centre			
29	Cleaner	990	988	(2)
584	Cleaning Consumables	60	15	(45)
230	Electricity	1,000	176	(824)
2,046	Water	300	676	376
520	Maintenance & Improvements	200	334	134
	Telephone & Broadband	500	557	57
-	Telephone Kiosk			
-	Refurbishment	-	-	-
-	Maintenance	-	-	-
-	Defibrillator			
344	Installation	1,511	1,511	-
	Maintenance & Consumables	350	246	(104)
-	Community Website			
193	Development	-	-	-
	Maintenance	220	236	16
-	Maintenance & Improvements			
195.00	Annual Inspections	-	-	-
-	Church Clock	195	195	-
320.00	Air Ambulance Lighting	-	-	-
-	Grass Cutting	400	430	30
-	Verge Cutting	-	-	-
-	Landscaping	-	-	-
-	Village & Sign Maintenance	1,050	1,048	(2)
32.76	Noticeboard	130	-	(130)
375.82	Salt Bins	-	129	129
	Road Warden Equipment	700	603	(97)
	Bus Shelter Installation	4,430	6,644	2,214
	Toddlers Play Equipment		-	-
	Youth Play Equipment		-	-
	Xmas Tree & Decorations		77	77
-	Benches	-	-	-
	Public Rights of Way			

LAPFORD PARISH COUNCIL

2024/2025 OUTTURN v REVISED BUDGET

2023/2024 Actual £		2024/2025 Revised Budget £	2024/2025 Outturn £	2024/2025 Outturn vs Budget £
-	Maintenance & Improvements	1,800	1,277	(523)
-	Emergency Planning			
-	Equipment	100	-	(100)
-	Booklet	-	-	-
75	Maintenance & Improvements	100	-	(100)
-	Training	-	-	-
	Grants Made			
1,300.00	Lapford Church Green	1,500	1,500	-
333.72	LYPFT	300	-	(300)
	Donations			
579.25	General Donations	1,000	2,300	1,300
30.00	Armistice Wreath	50	50	-
32.50	Litter Pick Refreshments	60	-	(60)
85.00	Footpath Lighting	85	85	-
375.00	Event Expenditure	83	419	336
	Neighbourhood Plan			
	Direct Costs	300	429	129
	Consultants	5,510	2,755	(2,755)
	Loan Repayments			
4,499.26	PWL B Repayments	4,500	4,499	(1)
857.73	VAT Expenditure	1,000	2,932	1,932
27,441.78	TOTAL EXPENDITURE	40,966	41,851	885
(1,090.03)	NET EXPENDITURE/(INCOME)	2,937	1,609	(1,328)

2125-305

	1st April 2024	2024/2025			31st March 2025
	£	Transfer £	Receipts £	Payments £	£
General Reserve	25,937	(69)	(7,369)	5,756	24,255
Earmarked Reserves					
Calor Gas Connecting Communities	1,305			(1,305)	-
PROW	755	(755)	1,800	(1,277)	523
Village Event Reserve	831		59	(419)	471
Emergency Committee Fund	2,166				2,166
Neighbourhood Plan Grant	-		5,510	(2,755)	2,755
Electricity Reserve	-	824			824
	30,995	-	-	-	30,995

Lapford Parish Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	30,994.95	
Cash in Hand		
Precept	26,000.00	
Grants - General		
Grants - PROW	1,800.00	
Grants - Neighbourhood Plan	5,510.00	
Section 106 Income		
Events Income	59.00	
Community Infrastructure Levy		
Donations		
Interest Received	79.77	
Clerk's Salary		8,257.60
National Insurance		
Clerk's Expenses		188.78
Councillor Expenses		
Councillor Allowances		
Training & Development		
External Audit		210.00
Internal Audit		195.00
Information Commissioner's Office		35.00
Legal Fees		290.00
Land Registry		
Insurance Premium		514.68
Elections		
Information Technology and PC Website		924.11
Office Consumables		163.35
Refreshments		
Postage		3.60
Venue Hire		59.50
Devon Association of Local Councils Sub		373.00
Society of Local Council Clerks Subscrip		64.00
Devon Communities Together		2,755.00
Car Park Maintenance & Improvements		
Salary - Orchard Centre Cleaner		988.24
Cleaning Consumables		14.93
Electricity		175.86
Water & Sewage		675.83
Orchard Centre Maintenance & Improver		334.18
Orchard Centre Telephone & Broadband		557.04
Telephone Kiosk Maintenance & Refurbis		
Defibrillator Installation		1,511.00

Lapford Parish Council

STATEMENT OF ACCOUNTS

		RECEIPTS	PAYMENTS
Defibrillator Maintenance		246.00	
Community Website		236.15	
Village Clock		195.00	
Air Ambulance Lighting			
Grass Cutting		430.00	
Verge Cutting			
Landscaping			
Village Maintenance			
Sign Maintenance		1,048.00	
Noticeboards			
Winter Maintenance		129.17	
Benches			
Footpath Lighting		85.00	
PROW Maintenance		1,277.00	
Emergency Planning Equipment			
Emergency Planning Maintenance			
Grant to Lapford Church Green Trust		1,500.00	
Grant to Lapford Youth & Playing Field Tr			
Grant to Local Organisations		2,300.00	
Armistice Wreath		50.00	
Events Expenditure		419.10	
Community Broadband Access			
PWLB Loan Repayments		4,499.26	
Capital Expenditure			
VAT Refund			
Insurance Claim	342.95		
IT Equipment		456.63	
Defibrillator Grant	400.00		
Road Warden Equipment	497.50	602.62	
Printing			
Refreshments		26.06	
Venue Hire		147.60	
Bus Shelter	4,430.00	6,644.17	
Christmas Decorations		77.00	
Bank Charges		4.25	
Consultations		255.00	
VAT	1,121.78	2,931.92	
		40,241.00	41,850.63
Closing Balances:			
Balances in Bank Account			29,385.32
Cash in Hand			

Lapford Parish Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
TOTAL	71,235.95	71,235.95

The above statement represents fairly the financial position of the council as at 31 Mar 2025

Signed _____
Responsible Financial Officer

Date _____

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

LAPFORD PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		
	Yes	No*	
1 We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2 We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5 We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6 We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7 We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9 (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

and recorded as minute reference:

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

www.lapfordparishcouncil.org.uk

Section 2 – Accounting Statements 2024/25 for

LAPFORD PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	30,205	30,995	<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i> <i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	25,000	26,000	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	3,532	14,241	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	8,026	9,246	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	4,499	4,499	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	15,217	28,106	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	30,995	29,385	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	30,995	29,385	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	24,012	30,280	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	60,436	57,033	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		<i>The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.</i>
11b. Disclosure note re Trust funds (including charitable)			✓	<i>The figures in the accounting statements above exclude any Trust transactions.</i>

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chair of the meeting where the Accounting Statements were approved