

AYLESBEARE PARISH COUNCIL Wednesday 2nd July 2025 at 7:15pm.

1 Chair Welcome

2 **Apologies** To consider any apologies for absence.

3 **Declarations of Interest**

4 **Open Public Forum** 15 minutes for members of the public to raise any issue of concern

5 **Minutes** To approve the meeting minutes of the meetings of [7th May 2025](#).

6 Report of the District & County Councillor

7 Village Matters

7.1 Enforcement on B3180 site

Activity to date (reported by Cllr Branson):

May - Site office installed, Hedges and trees cut down

Entrance widened and fenced

Utilities cable laid to 'tool store'

EDDC Enforcement Officer site visit & Letter

Shepherd Hut & installers on site.

EDDC EO advises that a

Planning application is

expected and 'But the Council

does not spend time and

expense issuing Stop Notices or Enforcement

Notices on unauthorised developments unless there

is clear and demonstrable significant harm about to

be caused, and also not when an application is

expected to be forthcoming. This is in line with National Planning Policy.'

Water services van on site

Road markings indicating possible water supply to site

June - Septic tank delivered to site

Digger on site, large spoil pile and tank no longer visible



7.2 Speedwatch

7.3 Aylesbeare Water Plant

MP reply to Cllr Warren:

I wanted to share with you the latest update from our South West Water operations team regarding the installation of the larger attenuation tank at the Aylesbeare Sewage Plant. I'm pleased to inform you that the tank has been successfully installed and is now operational, with only a few commissioning tweaks remaining. In fact, the storm tank was put to good use during the heavy rainfall over the Easter weekend.

7.4 Water Leak top of Village Way

From Cllr Warren:

This is the third time in there has been a leak in this area in the last couple of years and the 10th leaks on village way in 8 years.

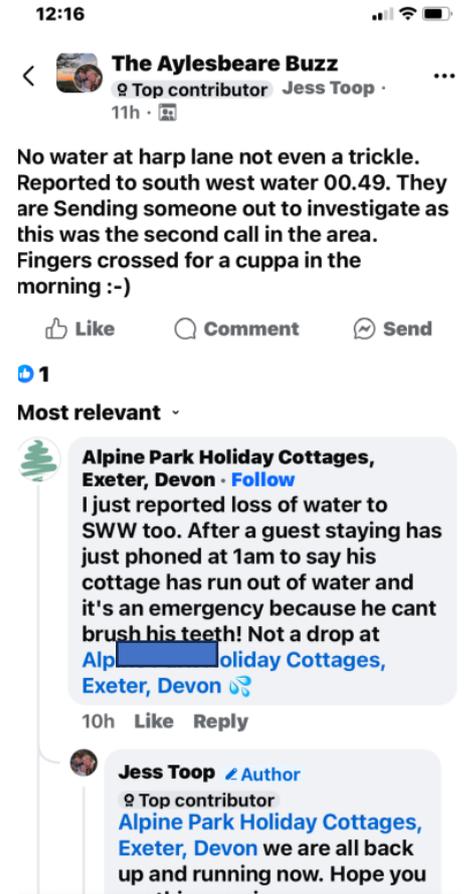
Are the pipes trying to tell us something?

I do not know if raising this at the PC meeting would affect SWW but it needs reporting and recording somewhere.

BBC reported on 24/06/26 on SWW leaks and how they are using digital technology to find them but the figures are staggering really,

“The latest average annual leakage data from the SWW showed 107 million litres of water a day (ML/d) were lost due to leakage in 2024/25, down from 118 ML/d the year before.

However, that was up on 2022/23, where 112 ML/d were lost.”



7.5 Noticeboards and Rec Work

7.6 Cllrs Registers of Interests

From EDDC Democratic Services:

I would like to take this opportunity to ask you to liaise with your councillors to remind them of their responsibility to ensure that their register of interests are kept up to date. Councillors are required to do this within 28 days of any know changes to their personal circumstances or that of their spouse or partner. If their circumstances have changed since last completing their form or if they have not completed a form please ask them to complete the form which will need to be published on your own website as well as the district council website.

7.7 Swift bricks

From Cllr Warren:

23 May Guardian - Labour blocks proposal for 'swift bricks' in all new homes in England Providing every new home in England with at least one "swift brick" to help endangered cavity-nesting birds has been rejected by Labour at the committee stage of its [increasingly controversial planning bill](#). The amendment to the bill to ask every developer to provide a £35 hollow brick for swifts, house martins, sparrows and starlings, which was tabled by [Labour](#) MP Barry Gardiner, has been rejected by the Labour-dominated committee. Despite the Labour party having supported the swift brick amendment when it was tabled on Conservative government legislation in 2023, housing minister, Matthew Pennycook, [told the House of Commons committee](#): "We are not convinced that legislating to mandate the use of specific wildlife features is the right approach, whether that is done through building regulations or a freestanding legal requirement."

7.8 Community Infrastructure Levy Receipts

The Parish Council now holds £ in CIL receipts

8 Planning

8.1 Ratification of Comments Submitted **8.1.1 [25/1087/PDQ](#) Shutebridge** New Dwellings
Council comments: Aylesbeare Parish Council cannot see why this application should be assessed the under earlier PDQ rules. The Council considers this does not meet Town and Country Planning (General Permitted Development) (England) Order 2015 Q1 (p) as the proposed site does not own the access to the road it is proposing to use and permission for the new development to use this access is unlikely to be given. The planning application has numerous inaccuracies including the address of the site, names and locations of the buildings, the boundaries & curtilages and the access lane. It should be particularly noted that the plans show the site extend one metre into the neighbouring property, Shutebridge Old Farmhouse. Indeed the application identifies the nearest property as Shutebridge Farm when the Old Farmhouse is actually the closest. Traffic access is planned very close to a junction on a sharp bend of a narrow, busy road with poor drainage and a 60mph limit. It is difficult to see how there can be visibility splays of the necessary length. There is a lot of traffic, often at dangerously high speeds along Marwood Lane as drivers try to get to Exeter Airport area cutting out the A30. There are no plans in the application to mitigate the effects of the additional vehicle movements the extra properties will bring. It is frankly ridiculous that the application claims there will no effect on traffic movements. The site is visited less than 6 times a year over the last 20 years. The proposal for 5 properties will obviously incur frequently daily traffic movements of the residents as wells delivery vehicles etc. As the barns have been hardly used for at least 20 years a development with 24 bedrooms will significantly increase the noise levels for ever as there is virtually no noise created onsite for decades. There is a significant risk of contamination in site from the asbestos in the roofing and walling elements including in the chicken shed due to be demolished. Marwood road already suffers from frequent flooding and the new properties and hardstanding would only exacerbate these problems. The watercourse within 2m of the South side of the proposed site is subject to flooding when the culvert cannot handle sharp and heavy rain which happens often every winter. Aylesbeare Parish Council has doubts about the Biodiversity Survey and Protected Species Report and would like the EDDC Ecologist to visit to confirm the many wildlife sightings of longstanding local residents. The Structural Surveys are at odds with the observations of local residents who have watched the decay of the barns almost to dereliction over at last 20 years. Sewage and drainage are a major consideration as the private water supply to neighbouring properties may be compromised. There is not sufficient room or access to suitable watercourses for the proposed treatment plant given the boundaries, affected buildings, wells and boreholes. Both possible watercourses dry up in the summer. All but one of the proposed properties exceed the 150m² limit imposed by the Order Q1(c) and the total development exceeds 1000 m² contrary to Q1 (d) (ii). For the avoidance of doubt the sizes are – Dwelling 1 – 300 m² Dwelling 2 – 194 m² Dwelling 3 – 200 m² Dwelling – 4 – 200 m² Dwelling – 5 130 m² according to the submitted block plan. Finally the fourth bedroom of one dwelling in Barn 2 & 3 does not appear to have a window which the Council notes is one of the issues on which such applications are judged.

8.1.2 [25/1228/PIP](#) Cherrytrees, 25 Village Way Two new self-build dwellings

Council comments:

Aylesbeare Parish Council objects to this application as it is over-development of the site with limited parking, access and amenity space, well beyond the established building line. With no details available proposed occupancy numbers cannot be ascertained. This would affect the likely number of vehicle movements. There are no details of the access drive including visibility splay and turning areas. Further, it has not been confirmed whether these will be for sale or rent on the open market or will be holiday lets.

8.2 Applications

8.2.1 [25/0620/FUL](#) Land And Buildings At Barton Farm Village Way New dwellings

Cllr Thompson:

.... it's the same number of dwellings [as the applications already seen] but instead of converting the barn by the road that they've partially demolished as per the original plan, they want to pull it all down and build new. Predictable sadly. It would make for more thermally efficient homes etc but is much easier for the developers. I'm in two minds about it.

Cllr Warren:

Provided the look is retained which it appears to be. My only comment is Swift/Swallow bricks incorporated in the end walls?

8.2.2 [25/1249/CPE](#) New Bungalow, Leats Farm, Withen Lane New building and curtilage

8.3 Appeal

8.3.1 [APP/U1105/C/25/3365394](#) & [3365395](#) Land at Exmouth Road, EX5 2DE Static Caravan

This appeal is against an Enforcement Notice

8.4 Consultations

8.4.1 Devon Pension Fund Employer Rep. on Investment and Pension Fund Committee

Email from Peninsula Pensions 2nd July 2025

Devon Pension Fund – Vacancy Employer Representative on Investment and Pension Fund Committee

A vacancy has arisen for the “Other Employer” representative on the Devon Pension Fund Investment and Pension Fund Committee. The Committee is the decision-making body for the Pension Fund. The representative is voted for by a ballot of Fund Employers.

The previous “Other Employers” representative was Ray Bloxham who was nominated and elected in 2021 in his capacity as a member of Cranbrook Town Council. Ray had previously been a County Councillor between 2017 and 2021 and in that capacity had been the Chair of the Investment and Pension Fund Committee.

Members of the Press and Public are welcome to attend this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1)
 (2). There are no items of a confidential & contractual nature for discussion under Part B (exclusion of press and public) at this meeting.

9 Accounts and Annual Governance and Accountability Return (AGAR)

9.1 Accounts for 2024-25

Aylesbeare Parish Council

Statement of Accounts

1st April 2024 – 31st March 2025

Bank Accounts	NatWest		Total
	Current Account	Business Reserve 1	
Opening balances	£ 2,454.52	£ 4,935.13	£ 8,096.69
Deposits			
Precept	£ 14,350.00	-	£ -
CIL	£ -	-	£ -
Interest	£ -	69.46	£ 9.98
Donations	£ 1,000.00	-	£ -
Withdrawals			
Standing Orders	£ -	-	£ -
Cheques	£ 13,497.42	-	£ -
Other	£ -	-	£ -
Closing balances	£ 4,307.10	£ 5,004.59	£ 717.02
			£ 10,028.71

Payments and Receipts		Total
Opening Balance		£ 8,096.69
Receipts		
Precept	£ 14,350.00	
CIL	£ -	
Interest	£ 79.44	
Donations	£ 1,000.00	
Total	£ 15,429.44	£ 23,526.13
Payments		
Staff Costs	£ 5,621.49	
General Admin	£ 562.99	
VH Broadband	£ 210.00	
Donations	£ 1,400.00	
Play Area & Rec	£ 177.00	
Insurance	£ 826.80	
Training	£ -	
Grounds Maintenance	£ 4,699.14	
Total	£ 13,497.42	£ 10,028.71

RESERVES	At 1st April 2024		At 31st March 2025	
		£		£
Play Area refurb.	£ -	£ -	£ -	£ -
Neighbourhood Plan	£ 945.00	£ 945.00	£ 945.00	£ 945.00
CIL	£ -	£ -	£ -	£ -
Defibrillator funds	£ 400.00	£ 400.00	£ 400.00	£ 400.00
Elections	£ -	£ -	£ 300.00	£ 300.00
Rec Ground Maintenance	£ -	£ -	£ 1,000.00	£ 1,000.00
Ringfenced reserves	£ 1,345.00	£ 1,345.00	£ 2,645.00	£ 2,645.00
General reserves	£ 6,751.69	£ 6,751.69	£ 7,383.71	£ 7,383.71
Total	£ 8,096.69	£ 8,096.69	£ 10,028.71	£ 10,028.71

Prepared by
 Jim Roberts Clerk & Responsible Financial Officer
 Aylesbeare Parish Council

Signed
 Cllr Anna Thompson, Chair
 Date

9.2 AGAR Internal Audit

Annual Internal Audit Report 2024/25

AYLESBEARE PARISH COUNCIL

http://www.aylesbeareparishcouncil.co.uk/Finance_43889.aspx

During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

23/05/2025

Name of person who carried out the internal audit

P.E. CLAPHAM BA (HONS)

Signature of person who carried out the internal audit



Date

23/05/2025

Internal Audit Report for Aylesbeare Parish Council dated 31st May 2025

The internal audit was carried out on the 23rd May 2025 examining all pertinent documents after checking the website of the Parish Council.

Internal control objectives A to N were checked alongside other items pertinent to good governance of the council – comments as follows.

- i. *The Practitioners Guide assertion 10, digital and data compliance, states under email management, that every authority must have a generic email address hosted on an authority owned domain such as .gov.uk or .org.uk. This makes the emails more secure. It is advisable that councillors do not use their personal email addresses for council business. Gmail is not a secure email server and is not recommended for parish councils. Your data is at risk and I would like to see generic email addresses adopted by all councillors.*
- ii. The CIL report on the website is dated 2020. This is a requirement to be updated annually.
- iii. Council's risk assessment should be reviewed annually
- iv. The asset register needs to be updated

These findings are attached to the Internal Audit report and should be published on the council website.

Penny Clapham

Penny Clapham PSLCC
 BA (Hons) Community Governance.

9.3 AGAR Governance

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

Aylesbeare Parish Council
ENTER NAME OF AUTHORITY

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
			<i>has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.</i>

*For any statement to which the response is 'no', an explanation must be published

9.4 AGAR Accounting & Variances

Section 2 – Accounting Statements 2024/25 for

Aylesbeare Parish Council			
	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	14,513	8,098	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.
2. (+) Precept or Rates and Levies	12,068	14,350	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	36,507	1,079	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	5,147	5,621	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.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	49,843	7,876	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	8,098	10,030	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	8,097	10,029	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.
9. Total fixed assets plus long term investments and assets	56,693	56,693	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.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

2 Precept or Rates and Levies	12,068	14,350	2,282	18.91%	YES	Aylesbeare Parish Council increased the precept to improve the level of reserves which at £6,752 were well below the required level of 12 months normal expenditure (c£10,000). The budget was set with allowance for increased costs generally and for the staffing in particular. An additional £1,000 was added to improve the appearance of the village and to allow for maintenance of the Recreation Ground and Play Area.
3 Total Other Receipts	36,507	1,079	-35,428	97.04%	YES	in 2023-24 Aylesbeare Parish Council received a CIL grant of £36,432 which was spent on new play equipment. In 2024-25 the Council received £1,000 from the County Cllr towards new noticeboards. The other income is interest of less than £100 in both years.
4 Staff Costs	5,147	5,621	474	9.21%	NO	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	49,843	7,876	-41,967	84.20%	YES	Aylesbeare Parish Council spent £46,709 on new play equipment and installation in 2023-24. In 2024-25 the Council paid £3,153 for Grounds Maintenance to the District Council and no payment was made in 2023-24 as no invoice was received. In 2024-25 the Council bought new noticeboards costing £1,546 which is also an exceptional item.

9.5 Notice of Public Rights

AYLESBEARE PARISH COUNCIL	
NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (EXEMPT AUTHORITY)	
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025	
Local Audit and Accountability Act 2014 Sections 25, 26 and 27 The Accounts and Audit Regulations 2015 (SI 2015/234)	
NOTICE	
1. Date of announcement	27th June 2025
<p>2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review. Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2025, these documents will be available on reasonable notice by application to:</p>	
<p>J P Roberts Clerk to Aylesbeare Parish Council 10 The Glebe, Thorverton EXETER EX5 5LS</p>	
commencing on	Monday 30th June 2025
and ending on	Friday 8th August 2025
<p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none">• The opportunity to question the appointed auditor about the accounting records; and• The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p>	
<p>4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:</p>	
<p>PKF Littlejohn LLP (Ref: SBA Team) 15 Westferry Circus Canary Wharf London E14 4HD (sba@pkf-l.com)</p>	
5. This announcement is made by	<p><i>Jim Roberts</i> Jim Roberts, clerk</p>

9.6 AGAR Exemption Certificate

Certificate of Exemption – AGAR 2024/25 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2025, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2025 and a completed Certificate of Exemption is submitted no later than **30 June 2025** notifying the external auditor.

Aylesbeare Parish Council
ENTER NAME OF AUTHORITY

certifies that during the financial year 2024/25, the higher of the authority's total gross income for the year **or** total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2024/25:

£15,429 ENTER AMOUNT £00,000

Total annual gross expenditure for the authority 2024/25:

£13,497 ENTER AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£210 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2021
- In relation to the preceding financial year (2023/24), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If the above statements apply and the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2025.

Signing this certificate confirms the authority will comply with the publication requirements.

10 Finance

10.1 Current balances

Updated since issue of agenda:

Current £15,892.31 Other accts £ 5,014.14 + £ 718.39 Total £ 21,624.84

10.2 Financial Authorisation Purchase Threshold for 3 Quotes

Postponed from May Annual Council Meeting:

Council to consider increasing the level from £1,000 above which three quotes are required.

10.3 Quarterly Budget Review 2024-25 Year End

AYLESBEARE PARISH COUNCIL -- 2024-25 -- Budget Review					
	Budget	Qtr 2 YTD	Qtr 3 YTD	End of Year	
Pay, Tax & Pension		£ 3,115	£ 3,979	£ 5,500	
Mileages		£ 61	£ 85	£ 122	
Other Expenses		£ -			
Staff Costs Total	£ 6,850	£ 3,176	£ 4,064	£ 5,621	
Village Hall Broadband	£ 240	£ 123	£ 158	£ 210	
Donations	£ 1,300	£ 1,400	£ 1,400	£ 1,400	
Subs	£ 210	£ 281	£ 281	£ 231	
Playing Field	£ 1,000	£ 177	£ 177	£ 177	
Insurance	£ 550	£ 827	£ 827	£ 827	
Training Courses	£ 250	£ -	£ -	£ -	
Cllr & Clerk Expenses	£ 20	£ -	£ -	£ -	
Stationery & Postage	£ 100	£ 22	£ 22	£ 39	
Rents	£ 150	£ -	£ -	£ -	
Website & Email Hosting	£ 250	£ 216	£ 216	£ 216	
Grounds Maintenance	£ 3,500	£ 3,153	£ 4,699	£ 4,699	
Audit	£ 85	£ 70	£ 70	£ 70	
Defib	£ 95	£ -	£ -	£ -	
Software Subs	£ 10	£ 7	£ 7	£ 7	
Elections	£ 300	£ -	£ -	£ 300	
Non-staff Costs Total	£ 8,060	£ 6,275	£ 7,857	£ 8,176	
Grand Total	£ 14,910	£ 9,451	£ 11,921	£ 13,797	

10.4 Payments Council to consider the following payments:

10.4.1 Churchyard Donation Agreed in May		£ 475.00
10.4.2 Internal Auditor Professional Fees		£ 112.20
10.4.3 J P Roberts - clerk pay, (May & June)	£ 581.67	
Reimbursements: Pension payment for May & June	£ 191.92	
VH Internet Jurassic (Cuckoo) Fibre (May & June)	£ 35.00	£ 808.57
10.4.4 HMRC (clerk's PAYE Income Tax for May & June)		£ 142.40

11 Next Meeting - Wednesday 3rd September 2025