COPPLESTONE PARISH COUNCIL
EXTRA-ORDINARY MEETING

28 JULY 2026 at 7.30pm
held at Waterbridge Golf Course, Down St. Mary, Near Crediton,
Devon, EX17 5LG

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1. **To Approve Apologies for Absence**
   NONE
2. **Declarations of Interests**
   NONE

3. **Payments:**

a) To approve the payment list:

RESOLVED to approve the payments as shown below:

Supplier	Description	Total Amount	Net	VAT
Payments made since the last meeting				
SLCC	Clerk and RFO advertisement	£123.60	£103	£23.60
T Charteress	Audit Services	£300	£300	-
A Hicks Engineering Ltd	Fencing Sunnymead	£12,111.60	£10,093	£2,018.60
Payments to be approved				
K Houlihan	Clerk Services May 2026	£132	£132	-
K Houlihan	Clerk Services June 2026	£396	£396	-
K Houlihan	Clerk Services July 2026	£220	£220	
Claire Glover	Ink (printing)	£15.49	£15.49	-

b) To note the bank reconciliation and cashbook

RESOLVED to note the bank reconciliation and cashbook.

4. **Play Inspections:**
   To appoint a contractor to carry out the annual play inspection.
   Quotations had been received from three contractors, following discussion it was…
   RESOLVED to appoint Wicksteed Leisure.

5. **Exclusion of public and Press**
   To exclude the public and press due to the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960 Section 1
   RESOLVED to exclude the public and press

6. **To confirm the appointment of the permanent Clerk for Copplestone Parish Council and to agree the contract for the permanent Clerk.**
   RESOLVED to appoint Rachel Avery at scale point NJC Scale point 23, for a minimum of 10 hours per week, with an additional five hours available as required.

The model contract was reviews and minor amendment's were made. It was RESOLVED that the Locum Clerk would issue the contract.

Date of Next Meeting –TBC
Signed

K Houlihan

Interim Clerk to Copplestone Parish Council