

Merton Parish Council

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Draft: Minutes of the Parish Council meeting held on 15th April 2025 at 10.00am at The Clinton Hall.

Cllrs. Present: Chair Cllr Littleales, V. Chair Cllr. McLaughlan, Cllr. Papworth, Cllr. Kops, Cllr. Lang.

Also present: Clerk Kerry Littleales

Business Transacted

EE.1.4.25 Welcome

The Chair opened the meeting and informed everyone that a recording was taking place to assist in the preparation of the minutes which would be deleted once the minutes had been drafted.

EE.2.4.25 Apologies for Absence

Cllr. Nancekivell – apologies received prior to meeting and reasons given. Cllr. Littleales proposed these were accepted. Cllr. Lang seconded. Resolved. RR2025/01

EE.3.4.25 Minutes of the last meeting – available on the website (chair)

Cllr. Littleales proposed that the minutes of the last meeting dated Monday 10th March 2025 April be signed as a true and accurate record. Seconded Cllr Papworth. I abstention Resolved RR2025/02

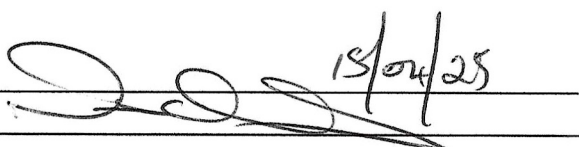
EE.4.4.25 Public speaking time

No members of the public present 2/25

EE.5.4.25 To engage Scribe as the means of administering council finances for new financial year.

a) Use of Scribe as financial accounting software. Cllr. Littleales explained that Scribe had been under discussion for some time with Cllrs. happy to employ it but there had not been a formal proposal and agreement. Cllr. Littleales explained the yearly cost was ongoing at £300.00 but that this year there was a £200.00 set up fee and £99.00 Vat.

Minutes of meeting held on _____
Signed as a correct record _____

 15/04/25

Cllr. Littleales proposed we accept Scribe as a package. Seconded Cllr. Kops.
Resolved. RR2025/03

EE.6.4.2525 Confirmation of next meeting date

Monday 12th May 2025 at 7.30pm for the Annual Parish Meeting followed at 8.00pm
by the Annual Meeting of the Council.

**EE.7.4.25 Confidential matters (part II) Public bodies (Admission to Meetings)
Act 1960s1 (2)**

The Chair decided that the discussion around the application for co – option of Maria
Dilley did not need to be confidential.

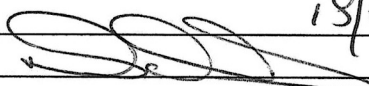
Cllrs. read through the application form for Maria Dilley and checked the procedures
for co opting a person onto the council. Cllrs. Agreed that Maria Dilley fulfilled the
criteria for qualifying as a parish council and accordingly Cllr. Papworth proposed her
co-option, seconded Cllr. Kops. Resolved. RR2025/04.

EE8.4.25 Cllr. Lang at this point notified the council that he was having to resign from
the council due to his family relocating out of area. Cllr. Littleales and all those
present thanked Cllr. Lang for his time and dedication to the council and wished him
and his family well for the future.

There being no further business the Chair closed the meeting at 10.45am



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Signed as a correct record _____



15/04/25