

# NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

<i>Previous</i>	<i>Hazel Jeffery</i>	<i>Clerk:</i>	<i>Paul Hayward</i>
<i>Chair:</i>	<i>The Stables</i>		<i>Plumtree</i>
	<i>Hoppins</i>		<i>Old North Street</i>
	<i>Southerton</i>		<i>Axminster</i>
	<i>EX11 1SD</i>		<i>EX13 5QF</i>

Dear Councillor,

You are summoned to the Annual Meeting of  
**NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL**  
taking place in The Village Hall, Newton Poppleford  
**on Monday 20th May 2019 at 8.00pm**

All council meetings are open to members of the public and the press.  
(Public Bodies[Admission to Meetings] Act 1960)  
**ALL MEETINGS MAY BE RECORDED BY MEMBERS OF THE PUBLIC.**

## **FIRE REGULATIONS**

To consider the following business:

- 19/63 **Election of Chair**
- 19/64 **Chair to sign Declaration of Acceptance of Office**
- 19/65 **Election of Vice-Chair**
- 19/66 **Members to sign their Declarations of Acceptance of Office**
- 19/67 **To consider apologies for absence and approve if accepted**
- 19/68 **Declarations of interest from members.**
- 19/69 **To consider the co-option of members to the Council to fill the Casual Vacancies currently outstanding.**  
**Representation of the People Act 1985, s.21**
- 19/70 **To receive and, if thought fit, approve minutes of previous Ordinary Meeting held on Monday 29th April 2019 as previously circulated.**  
*Matters arising from those minutes.*
- 19/71 **To consider Chairman's and Members allowances for 2019/20**
- 19/72 **To consider Committee memberships for 2019/20**  
*i) To consider Terms of Reference for those committees*
- 19/73 **Nominations for Voluntary Footpath (P3) Warden**
- 19/74 **Chair to propose suspension of standing orders to allow public forum**  
**Public Forum:**
  - i) Report from County Councillor, Cllr. Claire Wright
  - ii) Report from District Councillor, Cllr. Val Ranger
  - iii) Police Report
  - iv) Hon. P3 warden report
  - v) Questions and Representations from parishioners / residents

- 19/75 **Chair to propose resumption of standing orders to close public forum**
- 19/76 **a) To appoint the Responsible Financial Officer for 2019/20**  
**b) To confirm bank mandate signatories for 2019/20**  
**c) To consider arrangements for Parish Council insurance 2019/20**  
**d) To consider arrangements for interest bearing deposits**
- 19/77 **Acceptance and Approval of Internal Auditors report for End of Financial year accounts 2018-19 as previously circulated.**
- 19/78 **To consider the Annual Governance Statement and, if approved, to authorise Chair to sign on behalf of Council. (AGAR3 pt1)**
- 19/79 **To consider Accounting Statements for 2018/19 and ancillary financial records and, if approved, to authorise Chair and Clerk to sign on behalf of Council (AGAR3 pt2.)**
- 19/80 **To consider the dates for publication of the Notice Period for the Exercise of Public Rights together with an unaudited copy of AGAR3 (parts 1 and 2) and the Summary of Public Rights document.**
- 19/81 **To consider members Registers of Interests and amend if required.**
- 19/82 **To review and, if thought fit, approve Council's Standing Orders**
- 19/83 **To review and, if thought fit, approve Council's Financial Regulations**
- 19/84 **To review and, if thought fit, approve Council's Code of Conduct policy**
- 19/85 **In light of reduced membership of the Council following the May elections, to consider timetable for review of extant policies.**
- 19/86 **To consider Council's membership to external bodies**
- 19/87 **Chair's announcements / Matters of urgency for report only**
- 19/88 **Financial Matters:**
  - a) To consider and, if thought fit, approve Accounts for Payment as previously circulated to members for May 2019**
  - b) To consider expenditure authorised under Chair's and/or RFO's delegated powers as per adopted Financial Regulations ( financial regulations extant )**
  - c) To consider and, if thought fit, approve Financial Reports for May 2019 as previously published online on Council's website.**
  - d) Questions to RFO from members regarding financial reports reviewed**

19/89 **Planning Matters:**

a) To consider planning applications received

i) 19/0587/FUL - Farthings, NP.

*Erection of garden office w. ancillary storage.*

*(previously considered at ORD meeting 29/04/19 and deferred to today)*

ii) 19/0931/FUL - Rockford, Littledown Lane, NP

*Amendments to rear extension and loft conversion (18/0959/FUL)*

iii) 19/0935/FUL - Down-A-Long, Millmoor Lane, NP

*Constr. of detached carport*

b) Tree Matters;

c) Determinations advised;

**19/0099/LBC - The Stables, Hoppins, EX11 1SD**

**APPROVAL WITH CONDITIONS**

**19/0589/FUL - Barnfield, NP, EX10 ODD**

**APPROVAL WITH CONDITIONS**

*\* Denotes where decision varies with Council's views / comments*

d) Planning Correspondence received.

19/90 **To consider ongoing s.106 Play and Sports capital projects**

19/91 **To consider request for additional parish maintenance works.**

19/92 **To consider arrangements for future meetings of Council**

19/93 **Correspondence received - that not already circulated to members.**

19/94 **Date of next Ordinary Meeting - Monday 24th June 2019**

**Venue - to be confirmed**

19/95

*It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.*

19/96 **Matters to be considered in confidence.**

a) To adopt the proposals of NALC / NJC 2019/20 pay settlement review

b) Staff Remuneration



**Paul Hayward**

**Clerk to the Parish Council**

13/05/2019

*Under the Openness of Local Government Bodies Regulations 2014, members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but is would be helpful if you could let the Clerk or Chairman know you plan to film or record so that an necessary arrangements can be made to provide reasonable facilities for you to report on meetings. This permission does not extend to parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public*