

NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

Chair: Cllr. Chris Burhop
Half Acre
High Street
Newton Poppleford EX10 0ED

clerk@newtonpopplefordandharpford-pc.gov.uk

Clerk: Jacqui Baldwin
c/o The Pavilion
Back Lane
Newton Poppleford EX10 0EZ

Dear Councillor,

You are summoned to the Annual Meeting of
Newton Poppleford and Harpford Parish Council
taking place at The Pavilion, Back Lane, Newton Poppleford
at 7pm on Monday, 23rd May 2022

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

Chair will outline Fire Regulations, evacuation procedure and any current Covid-19 Compliance Guidance

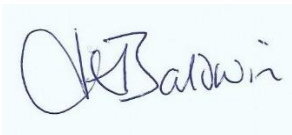
To consider the following business:

AM22/01	Election of Chair
AM22/02	Chair to sign Declaration of Office
AM22/03	Election of Vice Chair
AM22/04	Vice Chair to sign Declaration of Office
AM22/05	To consider apologies for absence and approve if accepted (LGA 1972 S.85(1))
AM22/06	Declarations of interest from members of the Parish Council/Dispensations noted
AM22/07	To review the Minutes of the previous Annual Meeting held on 24th May 2021 (as circulated) which were approved on 28th June 2021 To consider any matters arising from those Minutes
AM22/08	To consider and, if thought fit, approve the Minutes of the Ordinary Meeting of the Council held on 25th April 2022 as circulated to members To consider any matters arising from those Minutes.
AM22/09	a) To consider payment of Chair's Allowance for 2022/23 b) To consider payment of Members Allowances for 2022/23
AM22/10	To consider Committee memberships for 2022/23
AM22/11	To consider nominations for Voluntary Footpath (P3) Warden
AM22/12	Chair to propose suspension of Standing Orders to allow Public Forum
	Public Forum Some reports may have been circulated beforehand and published on-line a) Neighbourhood Policing report b) County Councillor report: Cllr. Jessica Bailey c) District Councillor report: Cllr. Val Ranger

	<ul style="list-style-type: none"> d) Report from Ted Swan, Parish Footpath Warden e) Allotment Managers report: Cllr. Tillotson f) Questions and representations from residents/parishioners
AM22/13	Chair to propose resumption of standing orders to close Public Forum
AM22/14	<ul style="list-style-type: none"> a) To appoint the Responsible Financial Officer for 2022/23 b) To confirm bank mandate signatories for 2022/23 c) To consider arrangements for the Parish Council insurance 2022/23
AM22/15	<ul style="list-style-type: none"> a) Acceptance and Approval of Internal Auditors Report for End of Financial Year Accounts 2021-22 b) To consider the Annual Governance Statement and, if approved, to authorise Chair to sign on behalf of Council c) To consider Accounting Statements and ancillary financial records and, if approved, to authorise Chair and RFO to sign on behalf of Council (AGAR3 pt2) d) To confirm the dates for publication of the Notice Period for the Exercise of Public Rights
AM22/16	To review and, if thought fit, approve Council's Standing Orders
AM22/17	To review and, if thought fit, approve Council's Financial Regulations and Delegation policy
AM22/18	To review and, if thought fit, approve Council's Code of Conduct policy and to note requirement for Members to update the Register of Interests if appropriate
AM22/19	To consider Council's membership of external bodies
AM22/20	Chair's announcements/matters of urgency for report only
AM22/21	<p>Financial Matters:</p> <ul style="list-style-type: none"> a) To consider and review Financial Reports for May 2022 as per documents previously circulated to members and published on-line b) To consider payments for approval for May as per documents circulated to members and published on-line. c) Questions to RFO from members of Council relating to the financial reports.
AM22/22	Correspondence received – not already circulated to members:
AM22/23	<p>Planning Matters:</p> <ul style="list-style-type: none"> a) To consider planning applications received prior to publication: 21/3308/RES – Waterleat, Newton Poppleford (revised plans) 22/0919/LBC – Brook Hayes, Venn Ottery Road, NP - Re-render front, rear and side elevation and replace fascia boards on side elevation b) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda) c) Tree matters (Planning) d) Planning determinations/decisions advised e) Appeals f) Planning correspondence received g) To note and respond to planning consultations received h) To consider Council's Neighbourhood Plan 'Monitoring Report' Report update circulated to members of Council prior to the meeting i) To note applications which will be considered at a forthcoming meeting of the EDDC Planning Committee and to decide whether the Parish Council wishes to make further representation.
AM22/24	To consider matters pertaining to the annual Tree Survey

AM22/25	To note recent RoSPA Play Safety report for Back Lane Play Area and cost of repairs
AM22/26	To receive an update on the MUGA project and review quotations
AM22/27	To consider the provision of picnic tables/benches in Webbers Meadow
AM22/28	To consider a quotation received for the purchase of a new footbridge for Venn Ottery Village Green
AM22/29	To receive an update on the Platinum Jubilee celebrations
AM22/30	To consider holding First Aid/CPR Training events for residents
AM22/31	Date of next Annual Meeting - Monday 22 nd May 2023 Date of next Ordinary Meeting - Monday 27 th June 2022, 7.00pm at The Pavilion, Back Lane, Newton Poppleford

With no further business to consider, the Chair will declare the meeting closed.



Jacqui Baldwin, Clerk to the Parish Council, 16th May 2022

Under the Openness of Local Government Bodies Regulations 2014, members of the public are now permitted to take photographs, video and audio record the proceedings and report on all Council meetings (including on social media). No prior notification is needed but it would be helpful if you could let the Clerk or Chair know beforehand if you wish to film or record so that arrangements can be made to provide reasonable facilities for you to undertake such activity. This permission does not extend to parts of meetings which are not open to the public and you will be required to remove all recording equipment prior to the Council entering committee session.