

# NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council Monthly Ordinary meeting on  
Monday 25<sup>th</sup> September 2017 in Newton Poppleford Village Hall at 20.00hrs

**ACTION by:**

	<p><b>Present</b> Cllrs. Jeffery, (Chair), Ranger, Burhop, Dalton, Kemp, Lipczynski, Tillotson, Walker &amp; Zirker. DCC Cllr. Wright, PC Steve Lee Honorary Footpath Warden, Ted Swan Clerk and 6 members of the public.</p>	
Public Forum	<p><b>Fire Regulations.</b></p> <p><b>Police Report</b> August 2017 – 6 crimes recorded. September 2017 (up to 25/9) 3 crimes recorded. Neighbourhood Team consists of 3 x PCSO's &amp; 2 Officers Stats. methodology has changed recently hence rise in figures. Officer outlined recording of incidents on Four Elms Hill. Suggestion regarding venue of a regular police monthly "surgery"</p> <p><b>County Councillor Claire Wright</b> Issues raised / discussed: Highways (HATOC) School Funding Health and Adult Social Care integration Ambulance response times. Outcome of recent meetings at DCC re: hospital beds.</p> <p><b>District Councillor Ranger</b> Issues raised / discussed: Extraordinary meetings at EDDC re: Health matters and Exmouth Air Quality Reports in parish Recycling performance in district / Green waste colln. Trials Ward members report to be published on website once completed. <b>Clerk: please publish once available.</b></p> <p><b>P3 / Footpath Warden report</b> Growth cycle has slowed. SEP Balsam Bashing event cancelled, AUG went ahead but low attendance. Otter/Exe Balsam Group will meet over winter to coordinate action. Suggestion that matter be added to April 2018 agenda. <b>Clerk: please note and diarise.</b> Members thanked Ted for his continued sterling efforts in the parish.</p> <p><b>Neighbourhood Plan update / report</b> Housing Style Consultation underway. Attendance at Popstock and at Village Hall Open Event 23/9. Future events at Harpford Hall, VOSRA and School. <b>Clerk: please highlight on website. Please liaise with NHP Steering Group to reimburse stationery costs and hall booking charges, allocate to NHP budget.</b></p> <p><b>Public Questions</b> None raised</p>	

414	<b>Apologies for absence.</b> Cllrs. Coppell and Downen	
415	<b>Declarations of Interest made.</b> All members present are, by definition, members of the NPPFF Trustee Board. Cllrs. Dalton declared a personal interest in Agenda item 418 as an acquaintance of the applicant.	
416	<p><b>Minutes</b> <i>Ordinary Meeting of Council 24<sup>th</sup> July 2017</i> <b>Cllr. Walker proposed (P) adoption of the Minutes of the Ord. meeting held on 24<sup>th</sup> July 2017. Seconded (S) Cllr. Kemp. 8/0/1. So adopted</b></p> <p><i>Meeting of Finance Committee 1<sup>st</sup> August 2017</i> <b>Cllr. Burhop (P) adoption of the Minutes of the Finance Committee held on 1<sup>st</sup> August 2017. Seconded (S) Cllr. Zirker. 9/0/0. So adopted</b></p> <p><i>Meeting of Finance Committee 12<sup>th</sup> September 2017</i> <b>Cllr. Burhop (P) adoption of the Minutes of the Finance Committee held on 12<sup>th</sup> September 2017. Seconded (S) Cllr. Zirker. 9/0/0. So adopted</b></p> <p><i>Meeting of Planning Committee 8<sup>th</sup> August 2017</i> <b>Cllr. Ranger (P) adoption of the Minutes of the Planning Committee held on 8<sup>th</sup> August 2017. Seconded (S) Cllr. Dalton. 9/0/0. So adopted</b></p> <p><i>Meeting of Planning Committee 7<sup>th</sup> September 2017</i> <b>Cllr. Ranger (P) adoption of the Minutes of the Planning Committee held on 7<sup>th</sup> September 2017. Seconded (S) Cllr. Dalton. 9/0/0. So adopted</b></p> <p><i>Meeting of Policy and Personnel Committee 2<sup>nd</sup> August 2017</i> <b>Cllr. Ranger (P) adoption of the Minutes of the Policy and Personnel Committee held on 2<sup>nd</sup> August 2017. Seconded (S) Cllr. Zirker. 9/0/0. So adopted</b></p> <p><i>Meeting of Policy and Personnel Committee 7<sup>th</sup> September 2017</i> <b>Cllr. Ranger (P) adoption of the Minutes of the Policy and Personnel Committee held on 7<sup>th</sup> September 2017. Seconded (S) Cllr. Jeffery. 9/0/0. So adopted</b></p> <p>The updated Policy Matrix had been previously circulated to members. Noted</p> <p><b>Matters Arising from the approved Minutes above:</b> <i>None</i></p>	
417	<b>Chairman's Announcements</b> Chair advised that a meeting of the Contractor Group regarding the school redevelopment was to take place on Thursday 28 <sup>th</sup> Sept. at 6.15pm at the school. All interested parties welcome to attend.	
418	<p><b>Planning</b> <b>a) Applications received for consideration;</b> 17/1492/FUL – Barns at Little Northmostown Conversion into a single dwelling plus ancillary accom. <b>Council supports this application.</b> <b>(P) Cllr. Jeffery, (S) Cllr. Kemp. 8/0/1 ( Cllr. Ranger abstained )</b> 17/2041/FUL – 8 Capper Close, NP Retention of Conservatory at Rear of Property. <b>It was proposed that site visit be undertaken before a decision was made to support / not support application.</b> <b>(P) Cllr. Jeffery, (S) Cllr. Ranger. UNAN.</b> <b>Clerk: please submit comments to EDDC Planning Team</b> <b>Please arrange a site visit for Planning Comm. with applicant</b></p>	Clerk

	<p><b>b) Applications received for consideration after agenda;</b> None</p> <p><b>c) Minor EDDC amendments received;</b> None</p> <p><b>d) Tree Matters;</b> Clerk reported that trees on Church Green had been cut as per directions of TCA already on file.</p> <p><b>e) Determinations;</b> None</p> <p><b>f) Enforcement Matters;</b> None</p> <p><b>g) Correspondence received;</b> None</p> <p><b>h) Other planning matters of urgency;</b> None</p> <p><b>Clerk: please update website with new applications etc.</b></p>	
419	<p><b>Financial Matters for Consideration</b></p> <p><b>a) Financial reports including bank reconciliation, cashbook summary and financial statement circulated to members. Chair thanked Clerk / RFO for clarity of reports provided</b> <b>(P) Cllr Burhop. (S) Cllr. Walker. 9/0/0. Approved</b> <b>Clerk: Please upload financial documents to website for public reference / perusal. Please circulate Budget Monitor as omitted from financial papers circulated.</b></p> <p><b>b) Payment to be approved / ratified by Council</b></p> <p><b>i) Payments to be ratified - AUG17 as previously circulated.</b> <b>(P) Cllr. Ranger. (S) Cllr. Tillotson. 9/0/0. Approved</b></p> <p><b>ii) Payments to be approved - SEP17 as previously circulated.</b> <b>(P) Cllr. Ranger. (S) Cllr. Lipczynski</b> <b>Cllr. Kemp declared a pecuniary interest and abstained from voting. 8/0/1. Approved</b> <b>Clerk: Please upload financial documents to website.</b></p> <p><b>c) Expenditure under Chairman's delegated authority.</b> None</p> <p><b>d) To consider applications for Grant Funding assistance.</b> Newton Poppleford FC had applied for a grant of £375 to help towards replacement goalposts, the bulk of the funding to come from their own fundraising and the FA. It was noted that NPHPC did not yet have an approved Grant Award Policy and that any such policy would not be "live" until the new financial year. The application was considered and was felt to fulfil all the relevant criteria for such an award. Cllr Walker declared a personal interest as a relative is involved with the team. <b>(P) Cllr. Burhop. (S) Cllr. Zirker. 8/0/1. Approved</b> <b>Clerk: Please liaise with applicant to arrange payment of grant award and to schedule a mutually convenient time and date for the handover of the award by a representative of the Council.</b></p>	Clerk
420	<p><b>Business to be considered:</b></p> <p><b>a) TO CONSIDER UPDATED REPORT ON WC REFURBISHMENT and ASSET TRANSFER.</b> Matter referred back to WC Working Party for initial costings and plans / layout etc. It was agreed that formal request to transfer asset be made to EDDC using requisite forms and Council notified of progress as developments warrant. <b>Clerk: Please liaise with WC working party members to convene meeting. Complete EDDC paperwork re: asset formalities and liaise with planning / building control teams.</b> <b>Clerk: Add to OCT agenda for further consideration.</b> <b>Contact three local solicitors for quotes for legal representation. WC Working Party / FC to consider when available.</b></p>	Clerk



