

# NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

## Draft Minutes – YET TO BE APPROVED

Minutes of the Annual Parish Meeting held on Monday  
22<sup>nd</sup> May 2017 in Newton Poppleford Village Hall at 7.30pm

**ACTION by:**

	<p><b>Present</b> Cllrs. Jeffery, (Chair), Coppell, Dalton, Kemp, Tillotson, Walker &amp; Zirker. Clerk and 9 members of the public. ( PC Lee – off duty ). Hon. Footpath Warden, Ted Swan.</p>	
	<p><b>Meeting started at 7.43pm</b> ( Cllr. Coppell arrived 7.55pm )</p> <p><b>Fire Regulations read out.</b></p>	
1)	<p><b>Apologies for Absence:</b> Cllrs. Ranger, Burhop, Downen, Lipczynski, County Cllr. Wright</p>	
2)	<p><b>To receive, and if thought fit, approve minutes of previous Annual Parish Meeting 23<sup>rd</sup> May 2016</b> Proposed(P) Cllr. Zirker. Seconded (S) Cllr. Walker. 5/0/1 So approved. Chair to sign as a true record.</p>	
3)	<p><b>To consider matters arising from those minutes.</b> None raised.</p>	
4)	<p><b>Report from Chairman of Council, Cllr. Hazel Jeffery</b> Report made verbally. Available via website or from Clerk in hard copy.</p>	
5)	<p><b>Report from Responsible Financial Officer, Paul Hayward</b> Report made verbally: Annual return completed. Management and Financial accounts available via website. Course recently undertaken regarding VAT compliance.</p>	
6)	<p><b>Report from County Councillor, Claire Wright</b> Report made verbally by Chair in Cllr. Wright's absence. Available via website or from Clerk in hard copy.</p>	
7)	<p><b>Report from District Councillor, Val Ranger</b> Report made verbally by Chair in Cllr. Wright's absence. Available via website or from Clerk in hard copy.</p>	
8)	<p><b>Report from Hon. Footpath warden, Ted Swan.</b> Report made verbally. Available via website or from Clerk in hard copy.</p>	
9)	<p><b>Report from Pavilion Operations Manager, Cllr. David Zirker</b> Report made verbally. Available via website or from Clerk in hard copy.</p>	
10)	<p><b>Police Report</b> PC Lee provided an annual summary and monthly precis of crimes in the parish. Available via website or from Clerk in hard copy.</p>	

11)	<p><b>Report from Website Administrator, Paul Hayward</b>          Website operating as planned. Content updated regularly.          Clerk asked parishioners to report any broken links.          Clerk requested photographs for inclusion on website.</p>	
12)	<p><b>Any other business to be considered</b>          None raised.</p>	
13)	<p><b>Open Public Forum</b>          Jacqui Watson outlined the Veteran’s project at the Allotments.</p> <p>Shan Merritt raised issue of Council Meeting recordings being available via website. Chair suggested that this matter be added to June’s agenda.          Shan also raised matter of car park and possibility of NPHPC taking possession / ownership / responsibility back from EDDC. Clerk to Investigate options in conjunction with District Councillor Ranger.</p> <p>No further matters raised under public forum.</p>	
14)	<p><b>Date and Time of next meeting:</b>          Provisionally scheduled for Monday 21<sup>st</sup> May 2018 but subject to further clarification regarding venue and timings and proximity to other meetings at the same time.</p> <p>With no further business to be considered, Chairman closed meeting at 8.13pm.</p>	

**NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL**

Minutes of the Annual Parish Meeting on  
 Monday 22nd May 2017 in the Village Hall at 19.30hrs

Chairman \_\_\_\_\_

Date \_\_\_\_\_