

# NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

[www.newtonpopplefordandharpford-pc.gov.uk](http://www.newtonpopplefordandharpford-pc.gov.uk)

Chair: Cllr. Chris Burhop  
Half Acre  
High Street  
Newton Poppleford  
EX10 0ED  
[clerk@newtonpopplefordandharpford-pc.gov.uk](mailto:clerk@newtonpopplefordandharpford-pc.gov.uk)

Clerk: Paul Hayward  
Plumtree  
North Street  
Axminster  
EX13 5QF

Dear Councillor,

You are summoned to a "remotely held" Ordinary Meeting of  
**NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL \***  
taking place via the ZOOM "webinar" Platform, scheduled for  
**7pm on Monday 26th October 2020**

*\* Convened and held in accordance with Clause 78 of the Coronavirus Act 2020*  
**ZOOM Platform - 837 6985 0695 / Access Code 107558 (waiting room enabled)**  
**Access can be obtained to meeting via audio ONLY by dialling 0203 051 2874**  
Meeting will also be "livestreamed" via NPHPC Facebook page for public viewing.

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.

**Chair will outline rules and guidance for participation in Online (remote) meetings**

## Public Forum

*Some reports may have been circulated beforehand and published online.*

- a) Police representative report
- b) County Councillor report; Cllr. Claire Wright
- c) District Councillor report; Cllr. Val Ranger
- d) Report from Ted Swan, P3 / Footpath Warden
- e) Questions and Representations from residents / parishioners

This provides an opportunity for members of the public ( who are not usually permitted to speak during the council meeting, other than on Planning Applications or by special invitation of the Chair ) to participate before the meeting by asking questions, highlighting matters of concern or making representations regarding Newton Poppleford and Harpford parish. No decisions can be taken on matters raised during this part of the meeting unless the subject is already an item on the published agenda.

*Before speaking, kindly give your name and address to the Clerk.*

No minutes will be produced for this part of the meeting.

To consider the following business:

20/093 **To consider apologies for absence and approve if accepted**  
(LGA 1972 S.85 (1))

20/094 **Declarations of interest from members / Dispensations afforded.**

(this does not preclude the duty to declare further interests during the meeting as applicable)

*Cllr. Tillotson was afforded a dispensation to discuss and vote upon matters pertaining to parish allotments at the Ordinary meeting held 22/7/2019. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager.*

*Cllr. Hughes was afforded a dispensation to discuss and vote upon matters pertaining to trees at the Ordinary meeting held 18/05/2020. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of his personal and disclosable pecuniary interests as owner of Bowhayes Trees Limited, Bowhayes Farm, Venn Ottery.*

- 20/095 **To consider any matters listed on this agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960**
- 20/096 **i) To consider and, if thought fit, approve the minutes of the Ordinary Meeting held on Monday 24th August 2020 as circulated to members.**  
*To consider matters arising from those minutes.*
- ii) To consider and review the minutes of the Finance Committee meeting held on Thursday 17th September 2020 as circulated to members.**  
*To consider matters arising from those minutes.*
- iii) To consider and review the minutes of the Finance Committee meeting held on Thursday 15th October 2020 as circulated to members.**  
*To consider matters arising from those minutes.*
- 20/097 **Chair's announcements / Statement on ongoing CV-19 situation and to consider Council's ongoing response to, and involvement with, Community Resilience measures relating to the ongoing CV-19 situation incl. publicity.**  
*RFO to provide financial summary for members re: Emergency Funding*
- 20/098 **Planning Matters:**
- a) To consider planning applications received:**
- i) 20/2057/VAR - The Water Tower, Southerton. EX11 1SE  
Variation of conditions 2 and 5 of planning consent 07/2922/COU*
- b) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda)**
- c) To ratify planning comments submitted under delegated authority:**
- i) 20/1084/FUL - Fen Equestrian Centre, Venn Ottery. EX11 1SG  
Construction of 3 stables for private use.  
Councillors indicated support for this application.*
- ii) 20/1837/FUL - Warren House, Exmouth Road. EX10 0BE  
Constr. single storey utility extension.  
Councillors indicated support for this application.*
- iii) 20/1994/FUL - 1 Littledown Orchard, NP. EX10 0BQ  
Replacement of roof and frames to existing conservatory.  
Councillors indicated support for this application.*
- iv) 20/2039/FUL - The Croft, Venn Ottery. EX11 1SA  
Construction of single storey rear extension.  
Councillors indicated support for this application.*
- v) 20/2045/AGR - Collyhead Farm, Venn Ottery. EX11 1RY  
Construction of lined slurry lagoon  
Councillors indicated support for this application (which is a Prior Notification application).*
- d) Tree Matters (Planning);**  
*None advised.*
- e) Planning determinations / decisions advised;**
- i) 20/1764/FUL - Four Elms Fruit Farm, Harpford. Approved.*
- ii) 20/1837/FUL - Warren House, NP. Approved*
- iii) 20/1596/VAR - 1a The Bank, NP. Approved*
- \* Indicates where LPA decision was contrary to Council's resolved comment.*
- f) Appeals.**  
*20/0471/FUL - Holmleigh, Back Lane, NP.  
Appeal allowed (decision documents already forwarded to members)*
- g) Planning Correspondence received.**  
*None received.*

20/099 **Financial Matters:**

- a) To consider and review Financial Reports for September and October 2020.
- b) i) To consider and, if thought fit, ratify Accounts for Payment for September 2020 as paid previously under delegated authority afforded to RFO and Chair.  
ii) To consider and, if thought fit, approve Accounts for Payment for October 2020 as per schedule previously circulated to members and published online.
- c) Questions to RFO from members of Council relating to the financial reports.
- d) To consider payments made under delegated powers by Chair / Clerk.
- e) To consider potential for creation of a Parish Lottery  
*(see Fin.Comm. 15/10 mins.)*
- f) To consider arrangements for commencement of Budget and Precept deliberations for financial year 2021-22
- g) To consider arrangements for review of Council's Annual Risk Assessment

20/100 **BUSINESS TO BE CONSIDERED:**

- a) **To receive recommendations of the Finance Committee with regards to the delivery of the Annual Bonfire / Firework event in the parish.**
- b) **To consider proposal from Cllr. Hughes for the creation of an Amenity & Public Space Committee; membership and terms of reference to be agreed upon.**
- c) **To consider proposals for Tree Planting and Maintenance in the Parish**  
Cllr. Hughes to speak.
- d) **To consider update from Climate Change Emergency Working Party;**  
Cllr. Bilenkyj to report.
- e) **To consider arrangements for annual Christmas lunches in the parish in light of current (and anticipated) Covid-19 restrictions and legislation.**
- f) **To consider revisions to the draft Grounds Maintenance Tender schedule as per details previously circulated to members for final review prior to issue**  
*(see Fin.Comm. 15/10 mins.)*
- g) **To consider Council's response to EDDC Licensing Policy Consultation; to decide upon Council's response (deadline 1st November 2020)**
- h) **To consider update with regards to the "Red Bridge" at Harpford;**
- i) **To receive update from Clerk on proposed Cemetery wall repairs**
- j) **To consider proposals for Play expenditure at Turner Close play area.**  
*(see Fin.Comm. 15/10 mins.)*
- k) **To consider matters pertaining to King Alfred's Gate (as per correspondence).**
- l) **To consider ratification of Finance Committee recommendation to replace the Summerhouse at the Allotment site by way of Council's reserves and donations.**
- m) **To consider Utility works at Webbers Meadow (in conjunction with West and Wales Utilities);** Chair to update Council following recent site meeting.
- n) **To consider a proposal from DALC for the hosting of "Virtual" Public Meetings to encourage and promote wider engagement between residents and Council.**
- o) **To consider matters pertaining to Venn Ottery Village Green and amenities.**

20/101 **Correspondence received - that not already circulated to members**

*Correspondence received pertaining to allotment matters.*

*Correspondence received pertaining to Speedwatch scheme.*

*Correspondence received pertaining to installation of new summerhouse.*

Members to consider matters raised and discuss accordingly.

20/102 **Date of next Ordinary Meeting**

23rd November 2020 - venue as yet undetermined, possibly to be remotely held.

20/103

*This section of the meeting would not be open to the general public and broadcast via Facebook*

*"Livestream" would be stopped at this point of the meeting. A separate Zoom invitation will be issued.*


*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.*

20/104 **Matters to be considered in committee session:**

***This part of the meeting is not open to the public and a separate Zoom meeting ID will be issued to members of Council to allow them to consider the matters listed below as confidential business.***

- a) To consider matters pertaining to Newton Poppleford Allotment administration
- b) To consider matters pertaining to the Eco-Toilet amenity on allotment site

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



**Paul Hayward**  
Clerk to the Parish Council  
16th October 2020

*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 necessary 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. You should take all recording and photography equipment with you if the Council meeting moves into a session which is not open to the public.*