

# 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 21st December 2020**

*\* Convened and held in accordance with Clause 78 of the Coronavirus Act 2020*  
**ZOOM Platform - 811 8211 1854 / Access Code 363741 (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:

20/117 To consider apologies for absence and approve if accepted  
(LGA 1972 S.85 (1))

- 20/118 **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.*
- 20/119 **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**
- 20/120 **To consider and, if thought fit, approve the minutes of the Ordinary Meeting held on Monday 30th November 2020 as circulated to members.**  
*To consider matters arising from those minutes.*
- 20/121 **To consider and review the minutes of the Finance Committee Meeting held on Tuesday 15th December 2020 as circulated to members.**  
*To consider matters arising from those minutes.*
- 20/122 **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*
- 20/123 **To consider matters pertaining to the length of meetings, and the frequency of said meetings; Cllr. Dalton to address Council.**
- 20/124 **Planning Matters:**
- a) To consider planning applications received:**
    - i) 20/2619/FUL - Laneside, High Street, NP. EX10 ODW*
    - Constr. single storey side/rear and front porch*
  - b) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda)**
  - c) Tree Matters (Planning);**  
*None advised.*
  - d) Planning determinations / decisions advised;**  
*None advised.*
  - \* Indicates where LPA decision was contrary to Council's resolved comment.*
  - e) Appeals.**  
*None advised.*
  - f) Planning Correspondence received.**  
*None received.*
- 20/125 **Financial Matters:**
- a) To consider and review Financial Reports for December 2020.**
  - b) To consider payments for approval for December 2020**  
*(as per schedule circulated to members and published online)*
  - c) Questions to RFO from members of Council relating to the financial reports.**
  - d) i) To consider review of 4th draft of Budget and Precept calculations and figures for financial year 2021-22; as per paperwork already circulated (Fin.Comm. 15/12 refers)**
  - ii) To consider Finance Committee recommendations A and B re: precept level**
  - e) To consider recommendation from Insurance Broker that Council considers the implementation of a supplementary CyberProtection Policy**

20/126 BUSINESS TO BE CONSIDERED:

- a) To consider, and if thought fit, to approve the membership of the ICO\* at a cost of £40 per annum (£35 if D/Debit payment decided upon)  
*\* Information Commissioners Office.*
- b) To receive an update on the P3/Footpath complaint at Back Lane.
- c) To decide upon policy relating to publication of Councillor's addresses and contact details on both Council websites and on noticeboards
- d) To consider update from Climate Change Emergency Working Party; Cllr. Bilenkyj to report.
- e) To consider recommendations of the Finance Committee meeting held on 15th December 2020 relating to award of 3-year Grounds Maintenance contract as a result of the closed-bid competitive tender exercise recently undertaken.
- f) To consider proposal for a permanent Christmas Tree on Greenbank with mains power supply to provide illumination; with possibility of addnl. planting.

20/127 Correspondence received - that not already circulated to members

20/128 Date of next Ordinary Meeting

25th January 2021 - venue as yet undetermined, possibly to be remotely held.

20/129

*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.*

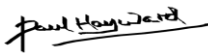
*It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the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

20/130 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.*

*See 20/119 - Members may decide to consider matters hereat in accordance with the legislation referred to above.*

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



Paul Hayward  
Clerk to the Parish Council  
23rd November 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.*