

# NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

Chair: Cllr. Susan P. Tribble  
Kwetu  
22 Lower Farthings  
Newton Poppleford EX10 0HE

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

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Dear Councillor,

You are summoned to an Ordinary Meeting of  
**Newton Poppleford and Harpford Parish Council**  
taking place at The Pavilion, Back Lane, Newton Poppleford at 7.15pm on Monday, 27<sup>th</sup> November 2023

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  
MEETINGS ARE RECORDED BY THE PARISH COUNCIL**

**Chair of the meeting will outline Fire Regulations and Evacuation Procedure**

## Public Forum

Some reports may have been circulated beforehand and published on-line

- a) Neighbourhood Policing report: PCSO Sarah Reece
- b) County Councillor report: Cllr. Jessica Bailey
- c) District Councillor report: Cllr. Chris Burhop
- d) Report from Ted Swan, Parish Footpath Warden
- e) MUGA Working Party – Mark Burdus
- f) Questions and representations from residents/parishioners

The Public Forum 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. If any subject raised during the Public Forum requires discussion by Council it will be placed on the agenda for the following Council meeting.

## To consider the following business:

23/054	<b>To consider apologies for absence and approve if accepted (LGA 1972 S.85(1))</b>
23/055	<b>Declarations of interest from members / Dispensations afforded</b> (this does not preclude the duty to declare further interests during the meeting as applicable)
	All members present are, by definition, members of the NPPFF Trustee Board and declare a personal interest in that capacity.  Cllr. Tillotson was afforded a dispensation to discuss and vote upon matters pertaining to Parish allotments at the Annual Meeting of Council held on 22 <sup>nd</sup> May 2023. This dispensation applies until May 2027 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as an allotment tenant.

		Cllr. Hughes was afforded a dispensation to discuss and vote upon matters pertaining to trees at the Ordinary Meeting held on 27 <sup>th</sup> June 2023. This dispensation applies until May 2027 (unless rescinded prior to that date) and is afforded in respect of his personal and disclosable pecuniary interest as owner of Bowhayes Trees Limited, Bowhayes Farm, Venn Ottery.
23/056		<b>To consider any matters listed on this Agenda that Councillors believe should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960 other than those already listed at Agenda item 23/067.</b>
23/057		<b>To consider and, if thought fit, approve the Minutes of the Council Meeting held on 30<sup>th</sup> October 2023 as previously circulated to members:</b> To consider any Matters Arising from those Minutes not dealt with elsewhere on this Agenda:
23/058		<b>To review the draft Minutes of Council's Finance Committee meeting held on 20<sup>th</sup> November 2023 and to note and, if thought fit ratify, recommendations made therein:</b>
23/059		<b>Correspondence received:</b> a) Parking issues – School Lane and Lower Farthings. b) Invitation from Cllr John Hart, Leader of Devon County Council re: DCC Priorities and Budget 2024/25.
23/060		<b>To consider matters pertaining to Footpaths and Public Rights of Way in the Parish:</b> i) Right of Way creation, The Green, Venn Ottery
23/061		<b>Planning Matters:</b> a) <b>To consider planning applications received prior to publication:</b> 23/2279/FUL – Erection of an Agricultural building on land off Back Lane, NP 23/2429/FUL – Extension to Brookside Cottage, Station Road, NP 23/1779/FUL – Revised Plans: Pemarita, High Street, NP b) <b>To consider response to Planning Appeals:</b> 22/2779/PIP – Land at Down Close, NP: Notification of Appeal c) <b>Planning determinations/decisions advised:</b> d) <b>To note planning correspondence received:</b> Neighbourhood Planning and the Local Plan Update – Autumn 2023 Neighbourhood Planning Intentions: Parish Survey e) <b>To consider Council's Neighbourhood Plan Monitoring Report:</b> Update circulated to Councillors in advance of the meeting.
23/062		<b>Financial Matters:</b> a) To consider and review Financial Reports for October as per documents previously circulated to members and published on-line; b) To consider and, if thought fit, approve payments for October and November as previously circulated to members and published on-line; c) To consider first draft Budget and Precept calculations and recommendations from the Finance Committee meeting held 20 <sup>th</sup> November 2023. d) Questions to RFO from members of Council relating to these financial reports.
23/063		<b>BUSINESS TO BE CONSIDERED:</b>
	A	<b>To receive a report on a meeting held with the Flood Risk Management Team at Venn Ottery:</b>
	B	<b>To note correspondence received from DCC's Flood &amp; Coastal Risk Manager relating to community engagement:</b>
	C	<b>To consider and, if thought fit, ratify the recommendation of the Finance Committee to serve EDDC with a Notice to Terminate the Lease of the Public WC in School Lane car park:</b>
	D	<b>To review the Annual Fireworks Event held on 3<sup>rd</sup> November 2023:</b>
	E	<b>To receive an update from the Climate Change Group and consider a request to plant a tree in Webbers Meadow:</b>

	F	To note the formation of a Working Party to oversee the management of the MUGA:
	G	To consider a grant application received from the Ottery Help Scheme:
	H	To consider and, if thought fit, approve proposed dates of Council Meetings 2024:
23/064		To consider matters viewed as urgent by presiding Chair for discussion only:
23/065		<b>Date of next Ordinary Meeting</b> 7.15pm on Monday, 18 <sup>th</sup> December 2023 at The Pavilion, Back Lane, Newton Poppleford.
23/066		<b>It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) 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.</b>
23/067		<b>Business to be considered in committee session:</b> <ul style="list-style-type: none"> <li>a) To ratify the recommendation of the Finance Committee to pay Parish Honorariums (under S137 of the Local Government Act) to persons providing services to the community in recognition of the costs incurred in execution of their duties.</li> <li>b) To consider a recommendation from the Policies and Personnel Committee in respect of the Clerk's remuneration and to note publication of the Local Government Association pay scales 2023-24.</li> </ul>

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



**Jacqui Baldwin, Clerk to the Parish Council, 21<sup>st</sup> November 2023**

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.