

# 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 Popleford*  
*EX10 0ED*  
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**Clerk:** *Paul Hayward*  
*12 Charter Rd*  
*Cloakham Lawns*  
*Axminster*  
*EX13 5GR*

Dear Councillor,

You are summoned to the Ordinary Meeting of  
**NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL**  
taking place at 7pm on Monday 26th July 2021 at the Pavilion  
building on Back, Lane, Newton Popleford.

Meeting will also be "livestreamed" as a Hybrid event via Zoom & NPHPC Facebook page for public viewing.

**Zoom webinar ID - 874 9709 5118 - passcode - 477099**

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 Fire Regulations and CV19 Compliance guidance**

## Public Forum

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

- a) To receive presentation from Lynda Sudlow, Airband representative
- b) Police representative report
- c) County Councillor report; Cllr. Jessica Bailey
- d) District Councillor report; Cllr. Val Ranger
- e) Report from Ted Swan, P3 / Footpath Warden
- f) 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 Popleford 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:

21/030 **To consider apologies for absence and approve if accepted**  
(LGA 1972 S.85 (1))

21/031 **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 and an allotment tenant.*

*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.*

*Cllr. Dalton was afforded a dispensation to discuss and vote upon matters pertaining to parish allotments at the Ordinary meeting held 29/03/2021. 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 an allotment tenant.*

21/032 **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**

21/033 **To consider and, if thought fit, approve the minutes of the Ordinary Meeting of the Council held on Monday 28th June 2021 as circulated to members.**  
*To consider matters arising from those minutes.*

21/034a) **a) To review the minutes of the meeting of the Council's Finance Committee held on Thursday 15th July 2021 as circulated to members, and to note and ratify recommendations.**  
*To consider matters arising from those minutes.*

21/034b) **b) To review the minutes of the meeting of the Council's Policy & Personnel Committee held on Thursday 22nd July 2021 as circulated to members, and to note and ratify recommendations.**  
*To consider matters arising from those minutes.*

21/035 **Correspondence received:**

21/036 **Chair's announcements / Statement on ongoing Coronavirus situation:**

21/037 **To consider matters pertaining to road safety in the parish:**

- i) Update from Clerk on proposals to remove 2 no. bus stops on A3052 at Burrow.*
- ii) To discuss matters pertaining to recent works undertaken on Four Elms Hill.*
- iii) To note correspondence regarding highway hazard in Back Lane*

21/038 **Planning Matters:**

**a)i) To consider planning applications received prior to agenda publication:**

ONE - 21/1933/FUL - Elm View, Burrow Lane, NP. EX10 0BW  
Dormers to front and rear and a single storey front extension.

**a)ii) To ratify planning decisions agreed by consensus decision and by virtue of the delegated authority afforded to the Clerk by extant Delegation Policy:**

ONE - 21/1728/FUL - Summerhay, Venn Ottery Road, NP. EX10 0BU  
Constr. first floor extn. and provision of side facing windows.  
*Councillors supported this application by consensus.*

**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 to Council*

**d) Planning determinations / decisions advised;**

*None advised to Council*

*\* Indicates where LPA decision was contrary to Council's resolved comment.*

**e) Appeals.**

*None advised.*

**f) Planning Correspondence received.**

*None received.*

**g) To note and respond to planning consultations received.**

*None currently outstanding for consultation comment*

**h) To consider Council's decision making processes when considering planning applications in the parish now that the Neighbourhood Plan has been "made":**

21/039 **Financial Matters:**

- a) To consider and review Financial Reports for July 2021  
*(as per schedule circulated to members and published online)*
- b) To consider payments for approval for July 2021  
*(as per schedule circulated to members and published online)*
- c) Questions to RFO from members of Council relating to the financial reports.
- d) To ratify decision of Finance Committee to award a grant of £500 to the Newton Poppleford Playing Field Foundation towards costs of CCTV installation as a public safety/security project.
- e) To note that Council does not ordinarily meet in August and, therefore, to consider delegating authority to the RFO to make such payments as required in order to meet Council's fiscal obligations (by virtue of the extant Delegation Policy); any such payments to be approved by Chair and Vice-Chair and to be reported to, and ratified by, Full Council at the Ordinary meeting on 27/9.

21/040 **BUSINESS TO BE CONSIDERED:**

- a)
  - i) **To consider update from Climate Change Emergency Working Party;**
  - ii) **To consider tree planting projects / grants available**
  - iii) **To consider plans for celebration of HM The Queen's Platinum Jubilee 2022**
- b) **To consider matters pertaining to recent and ongoing water mains disruption in the village; Clerk to provide update and report via SWW Utilities:**
- c) **To consider locations for proposed planters for parish amenity; the locations can then be passed to DCC for approval by the Highways Officer under licence; To note recommendation of Fin.Comm. for expenditure upto £1200 (net).**
- d) **To consider revised proposals for refurbishment of WC in Roberts Way and to reach agreement on whether to re-open the WC facility prior to the proposed refurbishment; update from Clerk on CV19 cleaning guidance and to note correspondence from adjacent landowners re: public nuisance issues.**
- e) **To consider proposal for the purchase and installation of a second eco-toilet amenity at the Allotment site on Hunger Hill (as deferred from Fin.Comm.)**
- f) **To consider update on matters pertaining to the ongoing Surgery consultation and the recent correspondence from Coleridge Medical Practice, OSM.**
- g) **To consider committee memberships in light of recent concerns over meetings being quorate.**
- h) **To consider recent correspondence regarding dog walking amenity in the parish (at Webbers Meadow) and to discuss proposals for improvements to amenity in this regard.**
- i) **To note that Council does not ordinarily meet in August and, therefore, to consider delegating authority \* to the Clerk to carry out any regulated and lawful activities on behalf of the Parish Council that may be necessary in the absence of a formally convened meeting of the Parish Council, including (but not limited to) the submission of planning comments and decisions; any such decisions/activities to be referred to the Chair and Vice-Chair of the Parish Council beforehand, and then notified to all members of the Council (by email or by post) with these decisions/activities being ratified by the Parish Council at the first available opportunity, or at the Ordinary Meeting scheduled for 27th September 2021 (whichever comes first).**

*\* By virtue of the extant Parish Council Delegation Policy, previously approved.*

21/041 **Date of next Ordinary Meeting**

27th September 2021 - 7pm - venue yet to be decided upon.

21/042

*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.*

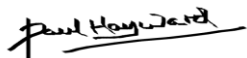
21/043 **Matters to be considered in committee session:**

*This part of the meeting is not open to the public or press to allow members to consider the matters listed below in confidential session. The meeting "Livestream" will be stopped at this point.*

- i) To consider recommendations of the Policy and Personnel Committee meeting held 22nd July 2021 as per minutes above (21/034b))*
- ii) To consider matters pertaining to the proposed bridge crossing at Webbers Meadow to replace "Red Bridge" at Harpford; members to discuss confidential correspondence.*

*See 21/032 - 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  
19th July 2021

*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.*