

NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

www.newtonpopplefordandharpford-pc.gov.uk

Chair: Cllr. Chris Burhop
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Clerk: Paul Hayward
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Dear Councillor,

You are summoned to the Ordinary Meeting of
NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL
taking place at 7pm on Monday 29th November 2021 at the Pavilion
building on Back, Lane, Newton Popleford.

Meeting will also be "livestreamed" as a Hybrid event via Zoom
Zoom webinar ID - 897 7936 8433 - passcode - 672714

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) Police representative report
- b) County Councillor report; Cllr. Jessica Bailey
- c) District Councillor report; Cllr. Val Ranger
- d) Report from Ted Swan, P3 / Footpath Warden
- e) Allotment Manager Report
- 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:

- 21/073 **To consider apologies for absence and approve if accepted**
(LGA 1972 S.85 (1))

- 21/074 **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 This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager and an allotment tenant.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.
- 21/075 **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 - See agenda item 21/088**
- 21/076 **To consider and, if thought fit, approve the minutes of the Ordinary Meeting of the Council held on Monday 25th October 2021 as circulated to members. To consider matters arising from those minutes.**
- 21/077 **To review the minutes of the meeting of the Council's Finance Committee held on Thursday 18th November 2021 as circulated to members, and to note and ratify recommendations from that committee as below:**
i) That Council vire £5000 from General Unearmarked Reserves into a Jubilee event earmarked reserve.
ii) That Council submit a precept demand of £47,500 (unchanged from 2021/22) to the billing authority (EDDC) in January 2022 and set an expenditure budget of £96,515 for the forthcoming financial year (2022-23).
iii) That "in principle" Council approves the recommendation to commission the services of a play consultant to deliver the MUGA refurbishment project.
iv) That Council approves the expenditure for the repairs to the play area in Back Lane as per the recommendations of the Finance Committee meeting held on 18th November 2021.
and to consider any matters arising from those minutes.
- 21/078 **Correspondence received: Items not already circulated to members.**
- 21/079 **Chair's announcements / Statement on ongoing Coronavirus situation:**
- 21/080 **To consider matters pertaining to highways, speeding and road safety in the parish:**
i) Speed reduction measures within parish; update.
ii) Line-markings and other safety measures on Four Elms Hill; update.
iii) Traffic calming measures and pedestrian crossings through village centre
iv) Traffic speed and volumes through Back Lane; update.
- 21/081 **To consider matters pertaining to Public Rights of Way (P3) and footpaths:**

21/082 **Planning Matters:**

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

ONE - 21/2113/FUL - The Old Coal Yard, Back Lane. EX10 OEY

COU from office space to one residential dwelling (additional documents)

TWO - 21/2325/FUL - Little Northmostown Barns, Northmostown. EX10 ONL

Conversion of barn into 2 no. holiday lettings (additional documents)

THREE - 21/2606/FUL - Millmoor Cottage, Millmoor Lane. NP. EX10 OEU

Retrospective application for a railing on top of existing wall

FOUR - 21/2760/FUL - Slightly Foxed, Venn Ottery. EX11 1RZ

Replacement 5 no. single glazed windows with equal no. double glazed.

FIVE - 21/2857/FUL - Otter Bungalow and Holmleigh, Back Lane, NP. EX10 OEY

Rebuild garden walls (ext) and steps to both properties.

**b) To consider planning applications received after agenda publication
(subject to circulation prior to the Ordinary meeting on separate agenda)**

c) Tree Matters (Planning);

Clerk to provide verbal update on meeting with EDDC Tree Officer re: VOVG trees.

d) Planning determinations / decisions advised;

21/2504/FUL - Wayside, Station Rd. NP. APPROVED WITH CONDITIONS *

** 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 Parish Council's Neighbourhood Plan "Monitoring Report"

This report was circulated to members of Council prior to the meeting.

i) To note applications which will be considered at a forthcoming meeting of the EDDC Planning Committee and to decide whether the Parish Council wishes to make a further representation.

21/2835/FUL - Halfway Inn, Aylesbeare. (Application in an adjoining parish)

21/083 **Financial Matters:**

a) To consider and review Financial Reports for November 2021

(as per schedule circulated to members and published online)

b) To consider payments for approval for November 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 note recommendations of the Finance Committee for a precept demand of £47,500 for 2022-23 (unchanged from 2021-22) and an expenditure budget of £96,515 for the forthcoming financial year.

e) To consider payment of honorariums to persons providing services to the parish and community in recognition of the costs incurred in the execution of their duties.

21/084 **BUSINESS TO BE CONSIDERED:**

- a) i) To consider update from Climate Change Emergency Working Party
- ii) To receive update on tree planting projects Winter 2021 / grants available
- iii) To consider update on proposals for planting of a Jubilee "Landmark" Tree
- iv) To consider matters pertaining to forthcoming "parish clean up" event
- v) To consider proposed alterations to Webbers Meadow (2) to permit "dogs off leads" exercise and recreation as per previous request from parishioner.
- vi) To consider update on Greenbank Christmas Tree Planting & illuminations.
- b) To consider potential dates and venues for future Parish Council meetings (2022).
- c) To receive update from Chair on the meeting of the Venn Ottery Village Green Bridge Working Party held Friday 19th November 2021.
- d) To consider proposal to convert dilapidated picnic bench on Webbers Meadow into a "bug habitat" and to agree basis for appointing contractor.
- e) To consider request from Western Power for access to both the Playing Field and Webbers Meadow for the installation of earthing equipment to WPD assets.

21/085 **To consider matters considered as urgent by presiding Chair for discussion only.**

21/086 **Date of next Ordinary Meeting**

20th December 2021 - 7pm - Venue to be agreed (see 21/084b above).

(this meeting is being held a week earlier than usual due to the Christmas break)

21/087

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.

21/088 **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 urgent matters pertaining to officer employment and handover of clerking duties.*
- ii) To consider matters pertaining to Venn Ottery Rd. cemetery (confidential financial matter)*
- iii) To consider matters pertaining to Venn Ottery Rd. cemetery (possible contravention of Cemetery Regulations)*

See 21/075 - 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
22nd November 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.