

# NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

Chair: Cllr. Chris Burhop  
Half Acre  
High Street  
Newton Poppleford EX10 0ED

Clerk: Jacqui Baldwin  
c/o 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 7pm on Monday, 24<sup>th</sup> October 2022

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**

Chair will outline Fire Regulations, evacuation procedure and any current Covid-19 Compliance Guidance

## Public Forum

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

- a) Neighbourhood Policing report
- b) County Councillor report: Cllr. Jessica Bailey
- c) Report from Ted Swan, Parish Footpath Warden
- d) Report from the Allotment Management Committee
- 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.

## To consider the following business:

22/052	<b>To consider apologies for absence and approve if accepted</b> (LGA 1972 S.85(1))
22/053	<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. 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 This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of his personal and disclosable pecuniary interest as owner of Bowhayes Trees Limited, Bowhayes Farm, Venn Ottery.

	<p>Cllr. Dalton was afforded a dispensation to discuss and vote upon matters pertaining to Parish allotments at the Ordinary Meeting held 29/3/2021. 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.</p> <p>Cllr. Tillotson was afforded a dispensation to discuss and vote upon matters pertaining to Parish allotments at the Ordinary Meeting held 29/3/2021. 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.</p>
22/054	<b>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 22/069</b>
22/055	<p><b>To consider and, if thought fit, approve the Minutes of the Council’s Ordinary Meeting held on 22<sup>nd</sup> August 2022 as previously circulated to members.</b></p> <p>To consider any Matters Arising from those Minutes:</p> <ol style="list-style-type: none"> <li>a) Webbers meadow footbridge repairs</li> <li>b) Stagecoach bus service changes</li> <li>c) Water leak – Burrow</li> <li>d) Venn Ottery stream clearance and footbridge installation</li> </ol>
22/056	<b>To consider and, if thought fit, approve the Minutes of the Council’s Extraordinary Meeting held on 20<sup>th</sup> September 2022 as previously circulated to members.</b>
22/057	<p><b>To review the Minutes of the Council’s Finance Committee meeting held on 17<sup>th</sup> October 2022 as circulated to members and if thought fit:</b></p> <ol style="list-style-type: none"> <li>a) To ratify the decision to authorise the execution of the Grant Funding Agreement for the MUGA project.</li> <li>b) To confirm the co-option of Cllr. Carpenter to the Finance Committee.</li> </ol>
22/058	<p><b>To review the Minutes of the Policy and Personnel Committee meeting held on 22<sup>nd</sup> September 2022 and to note and ratify revisions to Council policies:</b></p> <ol style="list-style-type: none"> <li>a) Allotment Tenancy Agreement</li> <li>b) Awards, Gifts and Honours Policy</li> <li>c) Complaints Procedure</li> <li>d) Statement of intent as to Community Engagement</li> <li>e) Emergency Plan</li> </ol>
22/059	<p><b>Correspondence received:</b></p> <ol style="list-style-type: none"> <li>a) EDDC notification of recently adopted Community Assets Transfer Procedure</li> </ol>
22/060	<b>Chair’s announcements</b>
22/061	<p><b>To consider matters pertaining to highways, speeding and road safety in the Parish:</b></p> <ol style="list-style-type: none"> <li>a) Highways Meeting – 29<sup>th</sup> September 2022</li> <li>b) Community Speed Watch update</li> </ol>
22/062	<p><b>To consider matters pertaining to footpaths and public rights of way in the Parish:</b></p> <ol style="list-style-type: none"> <li>a) DCC Definitive Map Review Consultation (response required by 6<sup>th</sup> January 2023)</li> </ol>
22/063	<b>Planning Matters:</b>
	<p><b>a) To consider planning applications received prior to publication:</b></p> <p>22/1167/RES – Land at King Alfred Way, NP – construction of 2 bungalows. Ratification of Council’s determination to support.</p> <p>22/2243/FUL – Woodentop, Littledown Lane – retrospective application for erection of buildings and Change of Use from Agricultural to Amenity Land.</p>
	<b>b) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda)</b>
	<p><b>c) Planning determinations/decisions advised</b></p> <p>22/0642/LBC – Rose Cottage, High Street, NP - approved</p>
	<b>d) Planning correspondence received</b>
	<b>e) To note and respond to planning consultations received</b>

		<b>f) To consider Council's Neighbourhood Plan 'Monitoring Report'</b> Report update circulated to members of Council prior to the meeting
		<b>g) To note applications which will be considered at a meeting of the EDDC Planning Committee to be held on 25<sup>th</sup> October and to decide whether the Parish Council wishes to make further representation.</b>
22/064		<b>Financial Matters:</b>
		a) To consider and review Financial Reports to end September 2022 as per documents previously circulated to members and published on-line b) To note October payments approved by the Finance Committee as per documents circulated to members and published on-line. c) To review 2 <sup>nd</sup> Quarter Budget Monitor. d) To note timetable for 2023-24 Budget and Precept discussions. e) Questions to RFO from members of Council relating to the financial reports.
22/065		<b>BUSINESS TO BE CONSIDERED:</b>
	A	<b>To consider update from the Climate Change Group regarding tree planting projects in the Parish.</b>
	B	<b>To note the date of the EDDC Ward Councillor Election</b>
	C	<b>To consider matters pertaining to the Public WC in Newton Poppleford</b> a) Outcome of Public Consultation held on 30 <sup>th</sup> September
	D	<b>To receive an update on the parish Firework event</b>
	E	<b>To receive an update on the MUGA project</b>
	F	<b>To consider the Parish Council's response to EDDC's Public Consultation regarding East Devon Public Spaces Protection Orders</b> (response required by 20 <sup>th</sup> November 2022)
22/066		<b>To consider matters viewed as urgent by presiding Chair for discussion only.</b>
22/067		<b>Date of next Ordinary Meeting</b> Monday, 24 <sup>th</sup> October 2022 at The Pavilion, Back Lane, Newton Poppleford
22/068		<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>
22/069		<b>Matters to be considered in committee session:</b> a) Matters pertaining to the Surgery Building, Robert Way, Newton Poppleford

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



**Jacqui Baldwin, Clerk to the Parish Council, 18<sup>th</sup> October 2022**

**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.**