

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

clerk@newtonpopplefordandharpford-pc.gov.uk

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 8pm on Monday, 25th April 2022
(immediately after the Annual Parish Meeting)

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 and evacuation procedure

Public Forum

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:

22/001	To consider apologies for absence and approve if accepted (LGA 1972 S.85(1))
22/002	Declarations of interest from members / Dispensations afforded (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 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 This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager and an allotment tenant.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 This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of his personal and disclosable pecuniary interest as owner of Bowhayes Trees Limited, Bowhayes Farm, Venn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>
22/003	<p>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 22/013</p>
22/004	<p>To consider and, if thought fit, approve the Minutes of the Ordinary Meeting of the Council held on 28th March 2022 as circulated to members To consider Matters Arising from those Minutes:</p> <ul style="list-style-type: none"> a) Re-opening of the Public Convenience in Newton Poppleford b) Support for Ukraine c) Venn Ottery Village Green footbridge replacement
22/005	<p>To review the Minutes of the Council’s Finance Committee meeting held on 11th April 2022 as circulated to members and to note and ratify recommendations from that Committee as below:</p>
	<ul style="list-style-type: none"> a) To ratify the decision to approve a Grant Application from the Venn Ottery & Southerton Residents Association and to recommend approval of a Grant Application from the Poppet’s Playgroup b) To transfer the 2021/22 budget surplus of £1,766.90 to General Reserves
22/006	<p>Correspondence received not previously circulated</p>
22/007	<p>Chair’s announcements /matters of urgency for report only</p>
22/008	<p>Planning Matters:</p>
	<ul style="list-style-type: none"> a) To consider planning applications received prior to publication: 22/0687/FUL – 2 Parsons Paddock, Exeter Road, Newton Poppleford Alterations to fenestration 22/0824/FUL – Devon Vale, 9 Burrow Lane, Newton Poppleford Erection of a replacement detached double garage
	<ul style="list-style-type: none"> b) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda)
	<ul style="list-style-type: none"> c) Tree matters (Planning)
	<ul style="list-style-type: none"> d) Planning determinations/decisions advised As noted on Planning Application Monitoring Report
	<ul style="list-style-type: none"> e) Appeals
	<ul style="list-style-type: none"> f) Planning correspondence received
	<ul style="list-style-type: none"> g) To note and respond to planning consultations received
	<ul style="list-style-type: none"> h) To consider Council’s Neighbourhood Plan ‘Monitoring Report’ Report update circulated to members of Council prior to the meeting
	<ul style="list-style-type: none"> 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 further representation.
22/009	<p>Financial Matters:</p>
	<ul style="list-style-type: none"> a) To consider and review Financial Reports for April 2022 as per documents previously circulated to members and published on-line b) To consider payments for approval for April as per documents circulated to members and published on-line. c) To consider and review Financial Year 2021/22 reports d) To note arrangements for the End of Year Audit and Governance Return <ul style="list-style-type: none"> i) to review and approve Fixed Asset Register as at 31/03/22 ii) to review and approve revised Internal Financial Controls iii) to approve the appointment of the Internal Auditor

		e) To review Reserve Funds and virements for the Financial Year 2022/23 f) Questions to RFO from members of Council relating to these financial reports.
22/010		BUSINESS TO BE CONSIDERED:
	A	To review and, if thought fit, approve the revised NPHPC Annual Risk Assessment
	B	To consider matters pertaining to the Annual Tree Survey
	C	To consider and, if thought fit, approve the revised Allotment Tenancy Agreement as proposed by the Policy & Personnel Committee
	C	To consider a request from VOSRA to hold a Jubilee event on the Venn Ottery Village Green
	D	To consider holding First Aid/CPR Training events for residents of the parish
	E	To consider a quotation for the repair of the VOR Cemetery Gates
22/011		Date of next Ordinary Meeting/Annual Parish Meeting Monday, 23 rd May 2022 – to be preceded by the Annual Meeting of Council - at The Pavilion, Back Lane, Newton Poppleford
22/012		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.
22/013		Matters to be considered in committee session: a) To consider matters relating to the closure of the Doctors surgery in Newton Poppleford

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



Jacqui Baldwin, Clerk to the Parish Council, 20th April 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.