

# 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

[clerk@newtonpopplefordandharpford-pc.gov.uk](mailto: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 7pm on Tuesday, 27<sup>th</sup> June 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 will outline Fire Regulations and Evacuation Procedure

**Prior to the commencement of the meeting Faye Cross, Community Liaison Officer for Airband  
Community Internet will make a short presentation.**

## 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) District Councillor report: Cllr. Chris Burhop
- d) Report from Ted Swan, Parish Footpath Warden
- e) Report from the Climate Change Group
- 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 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:

23/001	<b>To consider apologies for absence and approve if accepted (LGA 1972 S.85(1))</b>
23/002	<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.

23/003	To consider a request from Cllr. Hughes for a dispensation to discuss and vote upon matters relating to trees to remain in effect until May 2027 in respect of personal and disclosable pecuniary interests as owner of Bowhayes Trees Ltd (S.33 Localism Act 2011).
23/004	<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. See Agenda item 23/017.</b>
23/005	<b>To consider and, if thought fit, approve the Minutes of the Annual Parish Meeting held on 24<sup>th</sup> April 2023 as previously circulated to members.</b> To consider any Matters Arising from those Minutes:
23/006	<b>To consider and, if thought fit, approve the Minutes of the Annual Meeting of Council held on 22<sup>nd</sup> May 2023 as previously circulated to members.</b> To consider any Matters Arising from those Minutes:
23/007	<b>To consider and review the Minutes and recommendations of the Council's Finance Committee meeting held on 20<sup>th</sup> June 2023 as previously circulated to members.</b> To consider any matters arising from those Minutes not dealt with elsewhere on this Agenda:
23/008	<b>Correspondence received:</b>
23/009	<b>To consider matters pertaining to highways and road safety in the parish:</b> i) Installation of Wig Wag signage
23/010	<b>To note the outcome of an investigation into a formal complaint lodged against the Parish Clerk:</b>
23/011	<b>Planning Matters:</b>
	<b>a) To consider planning applications received prior to publication:</b> 23/1067/FUL – Swallowfield Cottage, High Street, NP 23/1210/FUL – Bridge End House, Harpford
	<b>b) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda)</b>
	<b>c) Planning determinations/decisions advised:</b> 23/0004/FUL – Land north of Grange Farm, Southerton – Approved with conditions 23/0010/FUL – Land north of Grange Farm, Southerton – Approved with conditions 23/0785/FUL – Garden Cottage, Venn Ottery – Approved 23/0063/FUL – Fairholme, Exeter Road, NP – Approved with conditions
	<b>d) Planning correspondence received:</b>
	<b>e) To note and respond to planning consultations received:</b> EDDC Local Plan Webinar 15 <sup>th</sup> June – Neighbourhood Area Housing Requirement
	<b>f) To consider Council's Neighbourhood Plan Monitoring Report:</b> Update circulated to Councillors in advance of the meeting.
22/012	<b>Financial Matters:</b>
	a) To consider and review Financial Reports for May as per documents previously circulated to members and published on-line b) To note June payments approved by the Finance Committee as per documents circulated to members and published on-line. c) To ratify the decision of the Finance Committee to renew Council's All Risks Insurance Policy with Ansvar Insurance on the terms outlined in the Insurance Renewal Review document previously circulated. d) To note the result of the Rebuild Cost Assessment of the Pavilion building and the decision of the Finance Committee to increase the sum insured accordingly. e) Questions to RFO from members of Council relating to these financial reports.
22/013	<b>BUSINESS TO BE CONSIDERED:</b>
A	<b>To consider Committee memberships for 2023/24:</b> i) Finance Committee

		<ul style="list-style-type: none"> <li>ii) Policies &amp; Personnel Committee</li> <li>iii) Planning Committee</li> </ul>
	B	<b>To review membership of Working Parties:</b> <ul style="list-style-type: none"> <li>i) WC Refurbishment Project</li> <li>ii) Climate Change Group</li> </ul>
	C	<b>To receive an update on the installation of the Venn Ottery Village Green footbridge:</b> <ul style="list-style-type: none"> <li>i) Correspondence received from the resident of 'Slightly Foxed', Venn Ottery</li> </ul>
	D	<b>To review response to flooding event in the parish:</b> <ul style="list-style-type: none"> <li>i) Recovery Coordination Group actions and reports</li> <li>ii) Parish response and Emergency Plan review</li> <li>iii) Update on Council insurance claims</li> <li>iv) Fencing Repairs</li> </ul>
23/014		<b>To consider matters viewed as urgent by presiding Chair for discussion only</b>
23/015		<b>Date of next Ordinary Meeting</b> Monday 24 <sup>th</sup> July, 2023 at The Pavilion, Back Lane, Newton Poppleford.
23/016		<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>
23/017		<b>Business to be considered in committee session:</b> <ul style="list-style-type: none"> <li>i) Matters pertaining to the former surgery building in Newton Poppleford</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> June 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.