

# NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

**Chair:** Cllr. Chris Burhop  
Half Acre  
High Street  
Newton Poppleford  
EX10 0ED  
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**Clerk:** Paul Hayward  
Plumtree  
North Street  
Axminster  
EX13 5QF

Dear Councillor,

You are summoned to a "remotely held" Ordinary Meeting of  
**NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL \***  
taking place via the ZOOM IT Platform, scheduled for  
**7pm on Monday 27th April 2020**

*\* Convened and held in accordance with Clause 78 of the Coronavirus Act 2020  
ZOOM Platform - 840 3212 5894 / Access Code 081112*

**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 rules and guidance for participation in Online (remote) meetings**

## Public Forum

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

- a) Police representative report
- b) County Councillor report; Cllr. Claire Wright
- c) District Councillor report; Cllr. Val Ranger
- d) Report from Ted Swan, P3 / Footpath Warden
- 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.**

*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:

20/028 **To consider apologies for absence and approve if accepted**  
(LGA 1972 S.85 (1))

- 20/029 **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 22/7/19. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager.*
- 20/030 **To receive and, if thought fit, approve minutes of previous Ordinary Meeting held on Monday 24th February 2020 as previously circulated.**  
*To consider matters arising from those minutes.*
- 20/031 **To note cancellation of Ordinary meeting scheduled for 30th March 2020 due to circumstances relating to the ongoing Coronavirus situation.**
- 20/032 **Chair's announcements / Statement on ongoing CV-19 situation**
- 20/033 **To receive update from Clerk as to Casual Vacancy for Newton Poppleford ward in light of recent guidance from HM Government.**
- 20/034 **To receive update from Clerk in respect of forthcoming Annual Meeting.**
- 20/035 **To consider Council's response to, and involvement with, Community Resilience measures relating to the ongoing CV-19 situation incl. publicity.**  
*RFO to provide financial summary for members re: Emergency Funding*
- 20/036 **Planning Matters:**
- a) To ratify planning recommendations submitted under delegated authority:**
- i) 20/0557/FUL - Land South of Knapps Lane, Harpford  
 Council's recommendation was to NOT support this application and it did not support further holiday letting on this site.*
- ii) 20/0326/FUL - Derrydown, Harpford  
 Council's recommendation was to SUPPORT this application*
- iii) 20/0471/FUL - Holmleigh, Back Lane, NP  
 Council's recommendation was to NOT support this application on the grounds that proposed works would materially alter the streetscene in this location; that ridge height would appear over dominant and that increased size of dwelling would exacerbate parking problems nearby*
- b) To consider planning applications received:**
- i) 20/0771/FUL - The Croft, Venn Ottery. EX11 1SA  
 Constr. single storey rear extension.*
- ii) 20/0670/FUL - Parsons Barn, 9 Parsons Close, NP. EX10 0DQ  
 Construction of conservatory to rear of property (also 20/0805/LBC to include replacement window with door on south elevation)*
- c) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda)**
- d) Tree Matters (Planning);**  
*None advised*
- c) Planning determinations / decisions advised;**
- 20/0171/FUL - Otter Bungalow, NP. Approved with conditions.*
- 20/0274/FUL - Willow Dene, 8 Burrow Lane, NP. Approved.*
- 20/0326/FUL - Derrydown, Harpford. Approval with conditions*
- \* Denotes where decision varies with Council's views / comments
- d) Appeals.**  
*None advised.*
- e) Planning Correspondence received.**  
*None received.*

20/037 **Financial Matters:**

- a) To consider and review Financial Reports for March 2020 and year end.
- b) To receive update from RFO as to current audit and governance arrangements
- c) To ratify payments for March 2020 (as previously approved under delegated authority as per Financial Regulations extant)
- d) To consider and, if thought fit, approve Accounts for Payment as previously circulated to members for April 2020
- e) To consider and review Financial Reports to April 2020 (20/21 FY)
- f) Questions to RFO from members of Council
- g) To consider and approve virements in respect of financial year end position
- h) To consider arrangements for 20/21 Grant Award Scheme (if applicable)

20/038 **BUSINESS TO BE CONSIDERED:**

- a) **To consider further progress with tree works / planting in the parish including remedial / safety works where appropriate.**
- b) **To consider update on Neighbourhood Plan consultation exercise.**
- c) **To consider revisions to Council's Committee memberships**
- d) **To consider proposal to seek consent to re-open the Old Railway Line footpath to Colaton Raleigh (with landowners agreement/consent)**
- e) **To consider offer of help during CV-19 situation from CDE as per recent emails.**
- f) **To consider recommendations of Finance Committee regarding forward progress with proposed registration of land in Back Lane (Playing Field).**
- g) **To receive update from Clerk in relation to new GOV.uk website.**
- h) **To consider arrangements for forthcoming Parish Events including those recently postponed and those still uncertain due to CV-19.**
- i) **To consider proposals for replacement Play Equipment at Turners Close play area to be funded through Section 106 contributions.**
- j) **To consider proposals for proposed MUGA replacement in Back Lane; members to consider design proposals and quotations received to date**
- k) **To consider suggestion that Council seek the transfer of the green space at Hillside (by way of an asset transfer from EDDC) to create a recreation area**
- l) **To consider and discuss reports that vehicle speeds are increasing / have increased during the CV-19 "lockdown" period.**

20/039 **Correspondence received - that not already circulated to members**

20/040 **Date of next Ordinary Meeting**

18th May 2020 - venue as yet undetermined, possibly remotely held.

20/041


*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.*

*As Councillors will be considering matters "in committee", and to facilitate the exclusion of members of the public as per proposal above, this part of the meeting will be held under a separate ZOOM meeting ID with restricted access as per Clause 78 of the Coronavirus Act 2020*

20/042 **Matters to be considered in committee:**

- i) Employment Matters
- ii) Matters pertaining to allotments; tenancies, vacancies and management
- iii) To consider Council's role as Management Trustee of the Newton Poppleford Playing Field Foundation in relation to ongoing CV-19 situation.

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



**Paul Hayward**  
Clerk to the Parish Council  
20th April 2020

*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.*