

Newton Poppleford and Harpford Parish Council

Notice of the Ordinary Council Meeting - 27th March 2017

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.

Dear Councillors

You are summoned to the Ordinary Meeting of the Parish Council on Monday 27th March 2017
at 8.00pm at Newton Poppleford Village Hall



Paul Hayward, Clerk to the Council
Date: 21st March 2017

Public Forum

- a) Fire Regulations
- b) 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 Chairman) 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.

- c) Police Representative
- d) County Councillor report
- e) District Councillor report
- f) Other reports from representatives
 - i) P3 / Footpath Warden

- 1/14 **To receive apologies for absence and to approve reasons given (LGA 1972 S.85 (1))**
- 2/14 **To receive any declarations of interest relating to items outlined in this agenda**
(this does not preclude the duty to declare further interests as applicable)
- 3/14 **To receive, and if thought fit, approve the minutes of the:**
 - a) Ordinary meeting of Council held 27th February 2017
 - b) Finance Sub-committee meeting held 17th January 2017
 - c) Finance Sub-committee meeting held 9th March 2017as previously circulated to members.
Matters arising from these minutes
- 4/14 **Chairman's Announcements**

Continued Overleaf

5/14

Planning Matters

- a) Applications received for consideration as below:
17/0589/FUL - Littlecot House, Harpford - Conv. to create Holiday Let
17/0546/FUL - Otter Dell, Harpford - Extn. and Constr. new garage
17/0510/FUL - Mallards, N. Popp - Constr. summerhouse & garage
- b) To consider applications received after deadline for agenda:
- c) To consider minor amendments by EDDC to previous applications:
- d) Tree Matters:
- e) Determinations:
- f) Enforcement Matters
- g) Planning Correspondence received

6/14

Financial Matters

- a) To receive, and if thought fit, approve Financial Reports including Bank Reconciliation, Summary Financial Statements, draft End of Year Annual Return & Payments Schedule as previously circulated.
- b) *To approve payments for account, as per schedule circulated.*
- c) To consider items of expenditure authorised under Chairman's delegated authority (**Financial Regulations extant**)
- d) *To arrange additional Bank Signatory as part of internal controls.*
- e) To receive update on Grant Applications made / in progress.

7/14

Business to be conducted:

Action: By Date:

- | | | | |
|----|---|--|--|
| a) | <i>To consider arrangements to fill Casual Vacancy by co-option</i>
<i>Proposer: Chair</i> | | |
| b) | <i>To consider arrangements for Parish Handyperson provision in relation to Action List updates and recent inspections.</i>
<i>Proposer: Chair</i> | | |
| c) | <i>To consider Tree Survey within parish.</i>
<i>Proposer: Chair</i> | | |
| d) | <i>To seek volunteers for Chapter 8 (HW) training</i>
<i>Proposer: Chair</i> | | |
| e) | <i>To consider arrangements for retirement of outgoing Clerk</i>
<i>Proposer: Chair</i> | | |
| f) | <i>To arrange meeting of Pavilion Trustees.</i>
<i>Proposer: Chair</i> | | |
| g) | <i>To consider, and if thought fit, adopt policies as below:</i>
1) Expenses and Reimbursement Policy
2) Health and Safety Policy
3) Equal Opportunities Policy
<i>Proposer: Chair</i> | | |
| h) | <i>To consider Council's response to Greater Exeter Strategic Plan (GESP) Consultation document (required by 10/4/17)</i>
<i>Proposer: Chair</i> | | |

- 8/14 **Neighbourhood Plan Update**
- 9/14 **To review progress with NPHPC Action Plan**
- 10/14 **Matters considered as urgent by presiding Chairman.**
- 11/14 **Correspondence received: Clerk to speak**
- 12/14 **Date and Time of next meeting: 24th April 2017 at 8.00pm**

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.

- 13/14 **To consider staff matters.**
- 14/14 **To consider arrangements for future meetings of Council**

Under the Openness of Local Government Bodies Regulations 2014, members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful if you could let the Clerk or Chairman know you plan to film or record so that any necessary arrangements can be made to provide reasonable facilities for you to report on meetings. 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 a public meeting moves into a session which is not open to the public