

NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

www.newtonpopplefordandharpford-pc.gov.uk

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

Clerk: *Paul Hayward*
12 Charter Rd
Cloakham Lawns
Axminster
EX13 5GR

clerk@newtonpopplefordandharpford-pc.gov.uk

Dear Councillor,

You are summoned to the Ordinary Meeting of
NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL
taking place at 7pm on Monday 28th June 2021 at the Pavilion
building on Back, Lane, Newton Poppleford.

Meeting will also be "livestreamed" via Zoom & NPHPC Facebook page for public viewing.

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 Fire Regulations and CV19 Compliance guidance

Public Forum

Some reports may have been circulated beforehand and published online.

- a) **Police representative report**
- b) **County Councillor report; Cllr. Jessica Bailey**
- 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:

21/015 **To consider apologies for absence and approve if accepted**
(LGA 1972 S.85 (1))

- 21/016 **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 22/7/2019. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager and an allotment tenant.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 interests as owner of Bowhayes Trees Limited, Bowhayes Farm, Venn Ottery.
Cllr. Dalton was afforded a dispensation to discuss and vote upon matters pertaining to parish allotments at the Ordinary meeting held 29/03/2021. 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.
- 21/017 **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**
- 21/018 **To consider and, if thought fit, approve the minutes of the Annual Meeting of the Council held on Monday 24th May 2021 as circulated to members.**
To consider matters arising from those minutes.
- 21/019a) **a) To review the minutes of the meeting of the Council's Finance Committee held on Thursday 10th June 2021 as circulated to members, and to note and ratify recommendations.**
To consider matters arising from those minutes.
- 21/019b) **b) To review the minutes of the meeting of the Council's Policy & Personnel Committee held on Wednesday 23rd June 2021 as circulated to members, and to note and ratify recommendations.**
To consider matters arising from those minutes.
- 21/020 **Correspondence received -**
i) Correspondence received regarding dog walking/exercise amenities
- 21/021 **Chair's announcements / Statement on ongoing CV-19 situation and to consider Council's ongoing response to, and involvement with, community resilience measures relating to the ongoing CV-19 situation incl. publicity.**
- 21/022 **To receive update from Clerk as to recent uncontested election for Harpford Ward seat on the Parish Council; to welcome Cllr. Morgan onto Parish Council.**
- 21/023 **To consider matters pertaining to road safety in the parish:**
i) Update from Clerk on request to re-locate bus stop on A3052 at Burrow.

21/024 **Planning Matters:**

a)i) To consider planning applications received prior to agenda publication:

ONE - 21/1238/LBC - Ashtree Farm, Northmostown, EX10 ONL

Various LB works as specified on application (see planning case for details)

TWO - 21/1597/FUL - 22 Lower Farthings, NP. EX10 OHE

Erection of carport (retrospective application)

a)ii) To ratify planning decisions agreed by consensus decision and by virtue of the delegated authority afforded to the Clerk by extant Delegation Policy:

i) 21/1335/FUL - Elm View, Burrow Lane, NP. EX10 OBW

Dormers to front and rear and a single storey extension.

Councillors supported this application (see below - determinations/decisions)

ii) 21/1324/LBC - Court Place Cottage, Harpford, EX10 ONJ

Replacement of windows (8) to various elevations on a listed building.

Councillors supported this application by consensus.

b) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda)

c) Tree Matters (Planning);

None advised to Council

d) Planning determinations / decisions advised;

i) 21/1335/FUL - Elm View, Burrow. APPROVED

ii) 20/2901/FUL - Grange Farm, NP. APPROVED (by EDDC Planning Committee) *

iii) 21/0901/FUL - Wisteria Cottage, NP. APPROVED (also LBC application)

iv) 21/0818/FUL - Summerhay, NP. APPROVED

v) 21/0448/FUL - Bowhayes Farm, Venn Ottery. WITHDRAWN

** Indicates where LPA decision was contrary to Council's resolved comment.*

e) Appeals.

None advised.

f) Planning Correspondence received.

None received.

g) To note and respond to planning consultations received.

None currently outstanding for consultation comment

21/025

Financial Matters:

- a) To consider and review Financial Reports for June 2021
(as per schedule circulated to members and published online)
- b) To consider payments for approval for June 2021
(as per schedule circulated to members and published online)
- c) Questions to RFO from members of Council relating to the financial reports.
- d) To ratify decision of Finance Committee to renew Council's All-Risks Insurance Policy with The Military Mutual Insurance Co. on the terms outlined in the report to the Finance Committee (this policy to run concurrently with the recently approved CyberRisk Policy from Traveler Group)
- e) **Review and, if thought fit, approval of the Internal Auditors report for NPHPC End of Financial year accounts 2020-21 as previously circulated.**
(Annual Governance and Accountability Return 2020-21, Section 3)
- f) **The approval and, if thought fit, signing of Annual Governance Statement.**
(Section ONE Annual Governance and Accountability Return 2020-21)
- g) **The approval and, if thought fit, signing of Accounting Statements**
(Section TWO Annual Governance and Accountability Return 2020-21)
- h) **The approval of ancillary/supporting financial paperwork to accompany Annual Governance and Accountability Return 2020-21 (for publication)**
- i) **To consider the dates for publication of the Notice Period for the Exercise of Public Rights together with an unaudited copy of AGAR2 (parts 1 and 2), Exemption Notice and the Summary of Public Rights document.**
- j) To consider any other matters pertaining to the Parish Council's 2020-21 Financial Accounts and AGAR3 submission to External Auditor.

21/026

BUSINESS TO BE CONSIDERED:

- a) **To consider update from Climate Change Emergency Working Party;**
- b) **To consider proposal for removal/replacement of public bench amenity adj. to River Otter Road Bridge (bench deemed to be a Parish Council asset).**
- c) **To consider locations for proposed planters for parish amenity; the locations can then be passed to DCC for approval by the Highways Officer under licence; To note recommendation of Fin.Comm. for expenditure upto £1200 (net).**
- d) **To consider revised proposals for refurbishment of WC in Roberts Way and to reach agreement on whether to re-open the WC facility prior to the proposed refurbishment; update from Clerk on CV19 cleaning guidance and to note correspondence from adjacent landowners re: public nuisance issues.**
- e) **To consider proposal for the purchase and installation of a second eco-toilet amenity at the Allotment site on Hunger Hill (as deferred from Fin.Comm.)**

21/027 **Date of next Ordinary Meeting**

26th July 2021 - 7pm - venue yet to be decided upon.

21/028

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.

21/029 **Matters to be considered in committee session:**

This part of the meeting is not open to the public or press to allow members to consider the matters listed below in confidential session. The meeting "Livestream" will be stopped at this point.

See 21/017 - Members may decide to consider matters hereat in accordance with the legislation referred to above.

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



Paul Hayward
Clerk to the Parish Council

21st June 2021

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.