

WIDECOMBE PARISH COUNCIL

Clerk – Mrs Suzanna Hughes LL.B (Hons)

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To: Councillors Booty, Edwards, Elliott, Fenton, Hassell, Partridge, Routley and Whiteside

You are hereby summoned to attend a MEETING OF THE PARISH COUNCIL to be held on Zoom on THURSDAY 2 JULY

2020 at 7.30pm.

Suzanna Hughes

Clerk to the Parish Council

The link to join this meeting can be found [here](#).

As a member of the public, if you wish to join the meeting please use the following information:

Meeting ID: 853 5445 1425 Password: 406050

You can also use a landline to dial into this meeting to listen and participate. Please contact the clerk if you wish to

do this and she will provide you with the information on how to do this.

Agenda

1. APOLOGIES FOR ABSENCE

2. OPEN FORUM

Members of the public are invited to address the Council

3. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Members to be reminded of their responsibility to continually update their Notice of Registerable Interests and invited to state whether they have any interest in the items to be discussed during this meeting in accordance with the Council's Code of Conduct.

Unforeseen requests for a Dispensation to be considered at this point only if there was no way a Councillor would have been aware of such before the meeting.

4. RATIFICATION OF MINUTES

To approve and sign the minutes of the Parish Council meeting held on 4 June 2020

5. REPORTS

To receive reports from:

- (a) County Councillor
- (b) District Councillors
- (c) DNPA Representatives
- (d) Police
- (e) Delegate Reports

6. ESTATES

(Lead Councillors: Cllrs Fenton & Whiteside)

To receive a report, if any

7. PROJECTS

(Lead Councillors: Cllrs Edwards)

- (a) Tree Stump Carving

Cllr Edwards to give a report

8. PLANNING/LOCAL LIAISON

(Lead Councillors: Cllrs Booty & Elliott)

- (a) New planning applications/appeals:

None

- (b) Planning Decisions/Withdrawals

To report any decisions, if received

9. FINANCE & GOVERNANCE

(Lead Councillors: Cllrs Partridge & Routley)

(a) Audit 2019/20

(i) To receive the year end bank reconciliation

(ii) To receive the internal audit report and to confirm that this Council is confident that the internal audit arrangements provide excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with the appointment of Lee Accounting (South West) Ltd as the Internal Auditor to the Parish Council

(iii) To agree that this Council is exempt from a limited assurance review under s9 of the Local Audit (Smaller Authorities) Regulations 2015 and to sign the Certificate of Exemption

(iv) To complete and approve Section 1 of the Annual Return (Annual Governance Statement 2019/20)

(v) To receive, approve and sign Section 2 of the Annual Return (Accounting Statements 2019/20)

(b) Payments

To receive and approve payment for approval:

- Cheque no 001047 – Hooke Highways (Chapter 8 road closure) – £562.20
- Cheque no 001048 – Clerk's salary and disbursements (July) – £257.67
- Cheque no 001049 – Aspect Tree Consultancy Ltd (to be reimbursed to the clerk) – £96
- Cheque no 001050 – HMRC (PAYE Q1) – £57.20
- Cheque no 001051 – Lee Accounting (South West) Ltd – £108
- Cheque no 001052 – G Partridge (Felling of sycamore tree including Licence fee) – £2000
- Cheque no 001053 – Clerk's salary and disbursement (August) – £257.47
- Cheque no 001054 – Artisan Projects Ltd (Poundsgate noticeboard) – £1260

(c) Health and Safety Policy

To approve draft Health and Safety Policy

10. HIGHWAYS

To report any new highways issues not already reported to DCC Potholes and other highways maintenance issues can be reported direct to

DCC: Online: <https://www.devon.gov.uk/roadsandtransport/report-a-problem/> Telephone: 0345 155 1004 Email: customer@devon.gov.uk

11. CORRESPONDENCE

Members to be informed of all relevant correspondence not otherwise dealt with on the agenda

12. MEMBERS' ITEMS FOR INFORMATION OR GENERAL DISCUSSION, FOR INCLUSION ON FUTURE AGENDAS

AND/OR ITEMS REQUIRING URGENT ATTENTION

Members are reminded that they have not received the statutory notice of this business to be transacted and

should therefore recognise that any decision made may be taken to be unlawful if challenged in the future

13. DATE OF NEXT MEETING

To note that the next meeting will be held on 3 September 2020