

WIDECOMBE PARISH COUNCIL

Clerk – Mrs Suzanna Hughes LL.B (Hons)

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

You are hereby summoned to attend a MEETING OF THE PARISH COUNCIL to be held on THURSDAY 16 MAY 2019 at 7.30pm in Church House, Widecombe-in-the-Moor.

Also invited:

District Councillors, County Councillor and Community Police officers.

Members of the press and public are welcome.

Suzanna Hughes

Clerk to the Parish Council

Agenda

1. ELECTION OF CHAIRMAN

2. ELECTION OF VICE CHAIRMAN

3. DECLARATIONS OF ACCEPTANCE OF OFFICE

To be signed by all members

4. APOLOGIES FOR ABSENCE

5. OPEN FORUM

Members of the public are invited to address the Council

6. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

All members to be reminded to complete a new Register of Interests and return it to TDC's Deputy Monitoring Officer (comsec@teignbridge.gov.uk) within 28 days of election, appointment or co-option. Members also 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.

7. RATIFICATION OF MINUTES

To approve and sign the minutes of the Parish Council meeting held on 4 April 2019

8. POLICE REPORT

9. COUNTY COUNCILLOR'S REPORT

10. DISTRICT COUNCILLOR'S REPORT

11. ROLES AND RESPONSIBILITIES

(a) To agree roles and responsibilities of members

(b) To discuss and agree setting up and hosting of monthly drop-in sessions

12. MATTERS ARISING

(a) New Community Hall

(i) Update – Cllr Elliott

(ii) To receive correspondence from Leusdon Memorial Hall in response to the proposal to increase the precept sufficiently to allow funds to also be available for the upkeep of Leusdon Memorial Hall as well as the building of a new community hall

(ii) To agree arrangements for the public meeting and parish poll

(b) Parish Field – to receive quotes to repair Parish Field fencing

(c) Ballot for Parish Members to DNPA – members invited to cast their votes

- (d) Affordable Housing – to receive an update
- (e) Tree survey – to agree to commission Rupert Baker to survey the trees on the green following his recommendation made in January 2018 that the trees are surveyed during the growing season in 18 months time
- (f) Land Registry searches on land in the parish to establish unregistered land – Cllr Fenton to update

13. PLANNING

(a) New applications/appeals

(i) 0142/19 – Erection of manure store and covered feed area at Hatchwell Farm, Widecombe-in-the-Moor

(ii) 0144/19 – Erection of woodstore at Southcombe Barn, Widecombe-in-the-Moor

(b) Decisions

(i) 0068/19 – Remove metal roof and replace with natural slate, installation of new roof lights, removal of existing extension, addition of new extension and erection of open fronted timber framed car port at Bowden Barn, Widecombe-in-the-Moor To note that DNPA has granted conditional planning permission

(ii) 0083/19 – Change of use of agricultural land to mixed agricultural/equine use and erection of stable block, Hatchwell Hall, Widecombe-in-the-Moor To note that DNPA has granted conditional planning permission

(c) 0074/19 – to receive correspondence from the applicant and agree a response

14. FINANCE AND GOVERNANCE

(a) Payments

To receive and approve payments for approval:

â?ª Cheque no 001007 – Clerk’s salary and disbursements (May) – £238.77

â?ª Cheque no 001008 – Lee Accounting (SW) Ltd (Internal audit fee) – £108

â?ª Cheque no 001009 – J Southcombe (replacement defibrillator pads) – £52.80

(b) Audit 2018/19

(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 Hania Lee 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 2018/19)

(v) To receive, approve and sign Section 2 of the Annual Return (Accounting Statements 2018/19)

(c) Insurance 2019/20 To receive and review insurance renewal quotation

(d) Signatories To review account signatories

(e) Review of Parish Council Governance Documents

(i) Standing Orders

(ii) Financial Regulations

(iii) General and Financial Risk Management

(iv) Statement of Internal Control

(v) Fixed Assets Register

(vi) Anti-fraud and Corruption Policy

(vii) Complaints Procedure

(viii) GDPR documents (Privacy Notices, Subject Access Request Policy & Data Breach Response Plan & Retention of Documents Policy)

15. HIGHWAYS

To report on any highways issues Potholes and other highways maintenance issues can be reported direct to DCC: Telephone: 0345 155 1004 Email: customer@devon.gov.uk Online: http://www.devon.gov.uk/road_maintenance.htm

16. CORRESPONDENCE

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

(a) Operation London Bridge

(b) Letter from a parishioner in Lower Town, Poundsgate, regarding proposed community hall and increasing the precept

(b) Letter of thanks from Leusdon PCC for grant received

17. MATTERS OF INFORMATION AT THE DISCRETION OF THE CHAIRMAN

The next meeting of the Parish Council will be held on Thursday 6 June 2019 at 7.30pm.

A walkabout of the village will precede this meeting starting at 6.30pm outside Church House.

Everyone welcome