

to be held WEDNESDAY 25TH APRIL 2018 7.30pm Winkleigh Village Hall

1. Apologies for Absence

2. Declarations of Interest from Members

3. Public Participation

Time for this session is limited to 20 minutes (3 minutes per person). In accordance with standing order 2(f) a question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given, or the matter placed on the agenda for the next parish council meeting. Only matters raised during public participation that require an answer from the Parish Council will be minuted.

4. Minutes

Motion to approve the minutes Parish Council Meeting held on 28th March 2018 (RR042/04/18)

5. Matters arising from last Parish Council Meeting 28th March 2018

- (a) **Neighbourhood Planning Process Course Winkleigh** (Clerk) (RR043/04/18)
- (b) **Neighbourhood Plan With regard to the Kingsley Plastics and Townsend Hill developments – Draft letter for approval** (Cllr Mercer) (Agenda Document 001/04/2018/5b) (RR044/04/18)
- (c) **Personal Devices and new Emails for Councillors** (Clerk)

6. Financial Matters (Clerk)

- (a) **Financial Statement** incorporating Payments for authorisation/bank Reconciliation Motion that WPC approve the Financial Schedule of payments as presented by the Clerk on the Financial Statement (Agenda Document 002/04/18/6a to be produced at pcm) (RR045/04/18)
- (b) **Budget 2017/18 yearend report** (Agenda Document 003/04/2018/6b)
- (c) **Annual Governance Statement 2017/18** Move to approve (Agenda Document 004/04/2018/6b) (RR046/04/18)
- (d) **Accounting Statements 2017/18** Year End Move to approve (Agenda Document 005 & 005a/04/2018/6d) (RR047/04/18)
- (e) **Exercise of Public Rights and Declaration for yearend accounts** 4th June – 13th July
- (f) **Internal Audit** 10th May 2018 2pm

7) Planning Applications

- (a) **Planning**
1/03015/2018/CPE Bullows Brook, Winkleigh, Mr & Mrs North, Lawful Development Certificate for continued use as a Dwelling House
- (b) **TDC Decisions**

8) Reports to and from

- (a) **County Cllr Saywell**
- (b) **Dist Cllr Hurley**
- (c) **Chair Cllr Turner** – to include
 - i. **Consultation – Housing White Paper Amendments** (Agenda Document 006 & 006a/04/18/8ci)
 - ii. **Consultation – Local Government Ethical Standards** (Agenda Document 007/04/18/8cii)
 - iii. **Co-option** to fill vacancy following resignation of Cllr Mondy
 - iv. **Annual Parish Meeting 2nd May 2018** (RR046/04/18)
- (d) **Clerk** – to include
 - i. **Data Protection briefing and checklist** (Agenda Document 008/04/18/8di)
 - ii. **Information Security Policy** for approval and ratification (Agenda Document 009/04/18/8dii) (RR047/04/18)
 - iii. **Information Protection Policy** for approval and ratification (Agenda Document 010/04/18/8diii) (RR048/04/18)
 - iv. **Removable Media Policy** for approval and ratification (Agenda Document 011/04/18/8div) (RR049/04/18)
 - v. **Data Protection Policy** for approval and ratification (Agenda Document 012/04/18/8dv) (RR050/04/18)
 - vi. **Privacy Statement** for approval and ratification (Agenda Document 013/04/18/8dvi) (RR051/04/18)

AGENDA WINKLEIGH PARISH COUNCIL MEETING

- vii. **GDPR Councillor Checklist** personal responsibility of each Councillor to comply – requirement by the Data Protection Officer (*Agenda Document 014/04/18/8dvii*)
- viii. **TDC Waste & Recycling Roadshow** – Winkleigh Community Centre Wednesday 16th May 2018 “daytime”
- ix. **Annual Parish Council Meeting 23rd May 2018**
- (e) **Cllr Reports not requiring a resolution**
 - i. **Water Pump**, The Square – (*Cllr Jacobs*)

9) Current Business

- (a) **Neighbourhood Plan**
 - i. **Update on Traffic Survey** 19th April by Hamilton Baillie (*Cllr Mercer*)
 - ii. **Business Consultation** response and publication (*Cllr Mercer*) (*Agenda Document 015, 015a, 015b/04/18/9aai*) (*RR052/04/18*)
 - iii. **Saturday market stall** £5 per month (*Cllr Mercer*) (*RR053/04/18*)

10) Late Items at Chairs Discretion

The business to be transacted can only lawfully be that of which notice has been given on the agenda **unless:**

- The Chair accepts it as urgent; or
- Whether written or presented orally, it merely updates an item already on the agenda

11) Public Participation Session

12) Date of Next Meeting

2nd May 2018, 7.30pm Community Centre – Annual Parish Assembly
23rd May 2018 7.30pm Village Hall – Annual Parish Council Meeting

Melanie Bickell

Proper Officer/Clerk/RFO
Winkleigh Parish Council