

**to be held WEDNESDAY 26<sup>th</sup> September 2018**  
**7.30pm Winkleigh Village Hall**  
**AGENDA**

**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 of the Parish Council Meeting held on 25<sup>th</sup> July 2018 (RR104/09/18)

**5. Matters carried from Parish Council Meeting 25<sup>th</sup> July 2018**

- (a) **North Devon Records Office** formal request for parish council to consider by September 2018 (a) a funding contribution towards the seven-month short-term agreement from April 2019 and (b) an annual funding contribution towards the five-year agreement to run from the expiry of the seven-month agreement. (RR091/07/18)
- (b) **Signage for the village - Communities Together Fund 2018/19** (Formerly TAP Fund) (Cllr Jacobs)
- (c) **Dog Wardens**, TDC are looking at training volunteers to act as 'Community Dog Wardens' under the Public Space Protection Order (PSPO) (Cllr Turner)
- (d) **Bus Shelter Exeter Road** (Cllr Pearce) **Move To Part II** if the item contains exempt information under S12A LGA 1972 as it contains information relating to the business affairs of an individual  
**MEETING RETURNED TO PUBLIC SESSION** to hear resolutions on item (d) if applicable

**6. Financial Matters** (Clerk)

- (a) **Bungalow Garage Repair** Retrospective approval for Garage door mechanism replacement £378.00 (RR106/09/18)
- (b) **Mileage Reimbursement TDC Meeting with NP Group** Retrospective approval for Cllr Mercer and Pauline Warner to attend 2 meeting with TDC at Bideford regarding progression of Neighbourhood Plan and to claim mileage (RR107/09/18)
- (c) **Data Protection Annual Fee – Direct Debit Approval for £40 commencing 28<sup>th</sup> September 2019** (RR110/09/18)
- (d) **Financial Statement incorporating approval of payments and Bank Reconciliation** Motion that WPC approve the Financial Schedule of payments as presented by the Clerk on the Financial Statement (Agenda Document 001/09/18/6b to be produced at pcm) (RR105/09/18)

**7) Planning Applications**

- (a) 1/0890/2018/FULM Beechlea Farm, Winkleigh, Mrs Jones, B2/B8 Employment unit and associated amenity space
- (b) 1/0984/2018/AGMB Smythen Farm, Hollacombe, Mr Conibere, Conversion of barn into 2 dwellings
- (c) 1/0985/2018/AGMB Smythen Farm, Hollacombe, Mr Conibere, Conversion of barn into 2 dwellings

**8) Reports to and from**

- (a) **County Cllr Saywell**
- (b) **District Cllr Hurley**
- (c) **Chair Cllr Turner** – to include
  - i. **Consultation – Fracking without planning permission**
  - ii. **Co-option Vacancy**
  - iii. **Village Hall Representative**
- (d) **Clerk** – to include
  - i. **Annual Audit Report**

- ii. **BT Phone box The Square**
- iii. **Grant Applications for 2019**
- iv. **Grass Cutting Tender** Current tender ends March 2019, Specification to be approved and advertising for tenders for 2 years commencing April 2019 (*Agenda Document 002/09/18/8diii*) (*RR108/09/18*)
- v. **Memorial Wreath and Service** (*RR111/09/18*)
- (e) **Cemetery**
  - i. **Annual Inspection report and recommendations**
  - ii. **Large grave allocation** (*Clerk*)
  - iii. **Cemetery Gates refurbishment** (*Cllr Ware/Clerk*)
- (f) **Bungalow – Annual Inspection report and recommendations**
- (g) **Assets – Annual Inspection report and recommendations**
- (h) **Bin locations in Hollacombe** (*Cllr Mercer*)
- (i) **Grit Bins** (*Cllr Pearce*)
- (j) **Civic Celebration 100-year anniversary end of WWI** (*Cllr Jacobs*)
- (k) **Cllr Reports not requiring a resolution**

## 9) Current Business

- (a) **Neighbourhood Development Plan** (*Cllr Mercer*)
  - i. **Update on Neighbourhood Development Plan and timetable for submission** (*Agenda Document 003/09/18/89ai*)
  - ii. **Informal Meeting 3<sup>rd</sup> October 2018 draft Neighbourhood Plan presentation for Council comment** (*RR112/09/18*)
- (b) **125-year Anniversary Winkleigh Parish Council** (*Cllr Turner*)

## 10) Late Items at Chairs Discretion

No Decisions to be made during this item. 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

24<sup>th</sup> October 2018 7.30pm Community Centre

*Melanie Bickell*

Proper Officer/Clerk/RFO  
Winkleigh Parish Council