

**to be held WEDNESDAY 23rd January 2019
7.30pm Winkleigh Community Centre
Agenda**

1.19 Apologies for Absence

2.19 Co-option application – Mr Alan Brown

3.19 Declarations of Interest from Members

4.19 Great Wells Park Development - Guest Speaker – Mr Dave Weeks, Acorn Developments South West
Proposal by Cllr Mercer that WPC authorises the Neighbourhood Plan Group to approach Acorn Developments to begin discussions about their proposals in the context of the draft NP, potential s.106 requests, and to report back to WPC. (RR005/01/19)

5.19 Public Participation

Time for this session is limited to 20 minutes (3 minutes per person. Each person may only speak once). 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.

6.19 Minutes Motion to approve the minutes of the Parish Council Meeting held on 28th November 2018 (RR001/01/19)

7.19 Financial Matters (Clerk)

- (a) **Financial Statement incorporating approval of any payments and Bank Reconciliation** Motion that WPC approve the Financial Statement as presented by the Clerk (RR002/01/19) (Agenda Document A001/01/19 to be produced 23rd January 2019)
- (b) **2018/19 Budget quarterly report** Motion that WPC approve the quarterly budget report and approve the virements in the budget report of £750 from running costs to staff costs and £750 from Cemetery costs to staff costs, as recommended by the RFO (RR003/01/19) (Agenda Document A002/01/19)

8.19 Planning Matters (Chair)

- (a) **Smythen Farm Hollacombe** 1/1337/2018/FUL – Mr Conibere, Creation of vehicular access. Motion to support/not support (RR004/01/19)

9.19 Reports to and from

- (a) **County Cllr Saywell**
- (b) **District Cllr Boundy**
- (c) **Chair Cllr Turner** – to include
 - i. **Co-option Vacancy**
- (d) **Clerk** – to include
 - i. **Winkleigh Relief in Need Charity trustees** – Mr Ware and Mr Kingsbury are prepared to continue in office
 - ii. **Parish Laptop repair/replace** Motion to approve (RR007/01/19)
 - iii. **Lone Working Policy** – Draft New Policy Motion for approval and ratification (RR006/01/19) (Agenda Document A003/01/19)
 - iv. **Parish Council Risk Assessment Policy Update** for Data Protection – Motion for approval and ratification (RR008/01/19) (Agenda Document A004/01/19)
 - v. **Emergency Planning Workshop** 30th January, 10am-1pm Barnstaple Rugby Football Club. Motion to approve attendance of Cllr Turner (+1?) and claim mileage (RR009/01/19)
 - vi. **Winkleigh Football Club grant 2019/20**
- (e) **Cllr Reports not requiring a resolution**

10.19 Current & New Business

- (a) **Emergency Plan for Winkleigh** (Cllrs Turner & Ware)

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- (b) **Parish Council Membership Promotion** (Cllr Mercer) (Agenda Document A005/01/19)
- (c) **DW Parish Newsletter** (Clerk) Motion to approve quarterly Council newsletter to be compiled by clerk/Cllr for DW (RR010/01/19)
- (d) **125-year Parish Council Anniversary** update (Cllr Turner)
- (e) **Bungalow – New kitchen** – (Clerk) Motion to approve Sourcing, timescale, project management (RR011/01/19)
- (f) **Neighbourhood Development Plan** update (Cllr Mercer)

11.19 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*

12.19 Public Participation

13.19 Date of Next Meeting

27th February 2019 7.30pm Community Centre

Melanie Bickell

Proper Officer/Clerk/RFO
Winkleigh Parish Council