

WINKLEIGH PARISH COUNCIL MEETING

to be held WEDNESDAY 23rd October 2019 7.30pm Winkleigh Community Centre

Agenda

112.19 Apologies for Absence to be received and considered for approval *(Chair)*

113.19 Declarations of Interest from Members to be received *(Chair)*

114.19 Public Participation *(Chair)*

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.

115.19 Minutes *(Chair)*

Motion to approve the minutes of the Parish Council Meeting held on 25th September 2019 as a true and accurate record

116.19 WPC Annual Policies & Procedure Review *(Chair)*

116.1. Motions to approve the annual ratification of Health and Safety policy and Grants Policy.

116.2. Cllrs to review timetable of the annual planner for amendments and consider increasing number of meetings per year to include August and December *(Doc 052/19)*

117.19 Financial Matters

117.1. **Quarterly Budget Report** *(Doc 053/19) (Clerk)*

To be noted

117.2. **Grant Applications for 2020** *(Doc 054/19) (Clerk)*

Cllrs to consider application requests

117.3. **2020/21 Budget Planning** *(Clerk)*

All budget requests for 2020-21 to be forwarded to the clerk no later than 10th November 2019 to enable budget approval November pcm

117.4. **Financial Statement for approval** *(Doc 055/19) (Clerk)*

Incorporating bank account balances, pre-approved payments, bank transfers, approval of any payments and Bank Reconciliation. Motion that WPC approve the Financial Statement and bank reconciliation as presented by the RFO

118.19 Planning Matters

118.1. **Neighbourhood Plan** *(Cllr Mercer)*

Update on public consultation response and next steps *(Doc 056/19)*

118.2. **Response to Parishioner Questions** carried from public period 25th September *(Cllr Mercer)*

Will the name of the NP be changed to Winkleigh Parish Neighbourhood Plan?

Will the Neighbourhood Plan be amended to include Carbon Neutral Development?

118.3. **Planning application response preparation** *(Chair)*

Members to consider approving clerk to prepare a background planning checklist from Local Plan and Draft Neighbourhood Plan as a template to be used by clerk and Cllrs for all Winkleigh Parish planning applications to ensure all material planning matters are considered that affect Winkleigh development and a thorough WPC response is given to planning officers

119.19 Reports to and from

119.1. **County Cllr Andrew Saywell**

119.2. **District Cllr Simon Newton** to include

119.2.1. **What are TDC are going to be doing about Climate Emergency and becoming Carbon neutral and issue instructions** - Parishioner question carried from public period 25th September for Cllr Newton response

119.3. **Chair**

119.3.1. **Draft Air Quality (Supplementary Planning Document to Torridge Local Plan) Public Consultation** *(Doc 059/19)* for WPC response

119.3.2. **Draft Leadengate Design Guide (SPD to TDC LP) Public Consultation** *(Doc 058/19)* for WPC response

119.3.3. **Draft Workers Dwelling (SPD to TDC LP) Public Consultation** *(Doc 057/19)* for WPC response

119.3.4. 4 Co-option Vacancies

Update on measures to recruit councillors

193.3.5. Monthly Market Table for Councillors

Staffing and literature confirmation

119.4. Clerk

119.4.1. Remembrance Services November

Members to resolve that the council in its powers under Section 137 and 139 of the LGA 1972, should incur the following expenditure which, in the opinion of the council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure, namely the purchase of 2 poppy wreaths totalling £40.00 (S.137 LGA, grants budget)

119.4.2. Bungalow Boiler repair

AB Engineering located a small oil leak on the inlet pipework, so as the boiler heated up the oil started to evaporate through the property has been repaired and boiler is in full working order

119.4.3. Grass Cutting

Members to consider additional grass cut requirements

119.4.4. Winkleigh Fair Committee – Christmas Lights (Doc 062/19)

Request from the Chair of the Committee that WPC provide insurance cover for putting up the Christmas lights in the square on the 1st Dec and to take them down again in Jan using 2 cherry pickers to do it – Motion required to approve and volunteers from WPC to be on site during installation and taking down and complete necessary risk assessment

120.19 Council Business that may require a Resolution

120.1. Cemetery West Fence Ownership (Doc 060/19) (Clerk)

Members to consider approving any remedial works and associated costs, to the West Fence (LGA 1972 s.214(6) – Cemetery Maintenance Budget)

120.2. Winkleigh Climate Emergency Group (Cllr Jacobs)

Responding to climate emergency and Biosphere, incorporating The Tree Charter. Update on formation of a parish assembly

120.3. Airfield Liaison protocol (Doc 061/19) (Cllr Findlay)

A Draft protocol has been prepared and circulated to Cllrs for comment and approval

121.19 Cllr Verbal Reports not requiring a discussion

121.1. Update on liaison with residents and complaint regarding fouling of the verges (Cllrs Turner/Findlay)

122.19 Public Participation (Chair)

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123.19 Confidential matters (Part II) Public Bodies (Admission to Meetings) Act 1960 s1(2)

119.5. Motion to exclude the public to consider tenders received for new contract for the Cemetery Grounds Maintenance which contain time sensitive commercial interests of the council and the persons that have tendered which are not in the public interest

119.6. Return to public session to hear any resolutions

124.19 Date of Next Meetings (Chair)

27th November 2019 Parish Council Meeting Community Centre 7.30pm

Melanie Bickell

Proper Officer/Clerk/RFO

Winkleigh Parish Council