

Feb WINKLEIGH PARISH COUNCIL MEETING

to be held WEDNESDAY 26th February 2020 7.30pm

Winkleigh Community Centre

Agenda

- 14.20 **APOLOGIES FOR ABSENCE** to be received and considered for approval (*Chair*)
Resignation of Cllr Sanders
- 15.20 **DECLARATIONS OF INTEREST FROM MEMBERS** to be received (*Chair*)
- 16.20 **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.
- 17.20 **MINUTES** (*Chair*)
Motion to approve the minutes of the Parish Council Meeting held on 22nd January 2020 as a true and accurate record
- 18.20 **FINANCIAL MATTERS** (*Clerk*)
- 18.1. **Quarterly Budget Report** (*Doc D004/20*)
For discussion/comment/noting
- 18.2. **Renewal of EDF electricity contract for The Square** (*Doc D005/20*)
Members to consider 2 options of renewal as per agenda document followed by Motion to approve appropriate option
- 18.3. **Financial Statement** (*Doc D006/20*)
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 and payments as presented by the RFO
- 19.20 **PLANNING MATTERS**
- 19.1. **Neighbourhood Plan update** (*Cllr Mercer*)
The Winkleigh Parish Neighbourhood Plan and supporting documentation was sent to TDC on 3rd February 2020 for examination prior to Regulation 16 Consultation. All documents can be viewed on the Winkleigh Parish Council website
- 19.2. **Application 1/1199/2019/FUL Land adjacent to Croft Cottage, Lower Town Winkleigh** – Beechlea Holdings - Conversion of Agricultural building to a dwelling – Motion required for WPC consultee response
- 19.3. **Application 1/0046/2020/FUL Agricultural Building, Riddlestone Farm, Bondleigh** – Mr Robin Sanders - part retrospective application for the change of use of part of an existing agricultural building for the purposes of bottling water from a natural spring - Motion required for WPC consultee response
- 19.4. **Application 1/0061/2020/LBC Scotland House, Fore Street, Winkleigh** – Mr & Mrs Monks - Alteration to Windows - Motion required for WPC consultee response
- 20.20 **REPORTS** to and from
- 20.1. **County Cllr Andrew Saywell**
- 20.2. **District Cllr Simon Newton**
- 20.3. **Chair**
- 20.3.1. **Two Council Vacancies** to be filled by co-option – to be noted
- 20.3.2. **Monthly Market Table – promotion material and associated costs**
Members to discuss ideas for posters and flyers to promote the Parish Council Climate Emergency Groups work
- 20.4. **Clerk**
- 20.4.1. **Parish Public Footpath inspections and maintenance requirements under P3 agreement**
Footpaths Inspection report has been submitted to P3 Co-ordinator Devon CC. Footpaths will be reallocated Spring 2020 for late Summer inspection rather than Winter. WPC are not applying for any grant to carry out any works on these footpaths during 2020-21 season.
The DCC Rights of Way officer for the area, John Baker, has been very helpful in sorting out issues this year and so there is little outstanding to do. WPC would like to thank Mr Baker through Andrew Saywell.

Clerk/RFO to Council: Melanie Bickell, Lower Itton, Spreyton EX17 5BB

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20.4.2. Revised Standing Orders (Doc D007/20)

Members to consider proposed amendments to Standing Orders in light of Legal compliance updates

20.4.3. Parish Council Climate Emergency Workshop Invitation (Doc D008/20)

Saturday, 21st March 2020, 10.00am – 4.00pm Caddsdawn Business Support Centre Bideford. Members wishing to attend and claim mileage to be approved

20.4.4. North Devon Record Office Invitation

Tuesday 24 March as a thank you for WPC support for the North Devon Archive Service and enable representatives from the council to find out more about the work that they do. Members wishing to attend and claim mileage to be approved

20.4.5. Cemetery Bungalow

Verbal report on installation of additional electrical sockets, cooker extractor and splashbacks

20.4.6. Annual Parish Meeting 6th May

Guest Speakers to be recommended

20.5. Cllr Verbal Reports not requiring a discussion

21.20 COUNCIL BUSINESS

21.1. Disabled Bay outside Post Office Winkleigh

Highways have stated that an advisory bay (non-enforceable) would just need an email from the parish council and County Cllr Saywell to support the disabled bay being installed, agree a location and then forward the request on to the disabled parking team. If supported, the parish council to determine the location of the advisory bay so as not to block access and other implications such as reduction in residential parking

21.2. Clerks interim appraisal March 2020 (Cllr Findlay/Turner/Mercer)

To be carried out prior to March pcm

21.3. VE Day May 2020 and VJ Day August 2020 - 75th anniversary events (Cllr Bayley)

Members to consider events and budget to mark either or both occasions <https://www.veday75.org/>

21.4. Winkleigh Climate Emergency Group (Cllr Jacobs)

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

21.5. Airfield Liaison protocol (Cllr Findlay)

Update on liaison with Winkleigh Society

22.20 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*

23.20 PUBLIC PARTICIPATION (Chair)

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24.20 DATE OF NEXT MEETING (Chair)

25th March 2020 Parish Council Meeting Community Centre 7.30pm

Melanie Bickell

**Proper Officer/Clerk/RFO
Winkleigh Parish Council**