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| **WEST AND EAST PUTFORD PARISH COUNCIL**PARISH CLERK: MRS SUE SQUIRE, HAXLEA, 2 THREEWAYS, BRATTON FLEMING, BARNSTAPLE, DEVON. EX31 4TG.TEL: 01598 710526. E-MAIL: sue@suesquire.comCHAIRMAN: COUNCILLOR MRS L DRAKE, The Cottage, Common Moor, East Putford, Holsworthy, Devon, EX22 7XP. TEL: 01409 241005 |
| **TO ALL COUNCILLORS:**You are hereby summoned to a Parish Council Meeting on **Tuesday, 18 April 2017 in Bradworthy Primary Academy** at 7.30pm. The Agenda is detailed below.  Sue Squire, Parish Clerk. 11 April 2017  |
| **No.** | **Item** |
| 1. | **Items raised by members of the public.** *It should be noted that representations by members of the public are permitted for a maximum of 3 minutes.*  |
| 2. | **Co-option of Parish Councillor.** At the time of preparing the Agenda, no letters of application had been received. |
| 3. | **Apologies.**  |
| 4. | **Declarations of Interest.** |
| 5. | **Approval of the Minutes of the Meeting held on 21 February 2017.**  |
| 6. | **Reports:** **6.1 Police.** **6.2 County Councillor R Julian****6.3 District Councillor R Hicks****6.4 Meetings attended by Councillors / Clerk.**  |
| 7. | **Matters Arising.****7.1 Common Moor.** There has been numerous communications since the last meeting which will be reported on at the meeting.Mr R Dixon (Natural England) and a colleague will be present to discuss and assist further.Councillors to formally agree that the Clerk is the Parish Council’s administrator for the Countryside Stewardship of Common Moor.**7.2 Parish Council Website.** Councillor Thomas to confirm he has prepared a rental agreement for the Parish Council laptop.**7.3 Return of Parish documents to be held by Bradworthy History Society.** To note the Clerk has passed on the Parish Council’s reply to Mrs Cooksley.  |
| 8. | **Planning and Planning Correspondence.** **8.1 Applications: To consider the following:*** **Planning Application 1/0245/2017/FUL – Conversion of redundant primary school to a single dwelling with ancillary living accommodation – West and East Putford Primary School, Putford.**

**8.2 Planning Correspondence:** To note the following TDC Decision Notice:APPROVAL for Application 1/1075/2016/FUL – porch over front door of park home – 1 Powlers Piece Park, Putford. |
| 9. | **Finance.****9.1 Balances.** To be tabled at the Meeting.**9.2 To consider a request for a donation to the Putford Post for the purchase of a printer.****A letter of application has been received and a copy of the latest set of accounts is awaited to comply with the criteria laid down for Parish Council’s to follow.****9.3 To authorise the following payments:****Mrs S Squire**  Salary (2 months) net of PAYE £158.40 Countryside Stewardship Salary (overtime) £103.70 Contribution towards broadband (2 months) £ 3.00 Photocopying £ 26.80 **£291.90****HMRC** PAYE **£ 65.40****Devon Association of Local Councils** 2017/18 Subscription **£ 72.31****PSP Insurance and Financial Solutions** Public Liability Policy **£478.20****Putford Post** Donation **£TBA****9.4 TAP (Town and Parish) Fund.**To note that the sum of £505.00 has been awarded as follows:Three Villages Heritage Festival £200Holsworthy Rural Community Transport £148.33Fitness group equipment £156.67**To authorise cheques as necessary in respect of the above.** |
| 10. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.****10.1 Kier.** Notification of road closure on the road from Wrangworthy Cross to Grove Cross, East Putford from 31/5/17 to 2/6/17for South West Water utility works.**10.2 TDC.** Details of North Devon Coast AONB’s Small Grant Scheme now open for 2017. |
| 11. | **Matters raised by Councillors /Clerk.** **11.1 Councillor Thomas.** Broadband. |
| 12. | **Date of next Meeting:** Tuesday, 16 May 2017 at 7.30pm in Bradworthy Primary Academy.It will commence with the Annual Parish Meeting followed by the Annual Parish Council (AGM) Meeting. |