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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.com  CHAIRMAN: 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 **Monday, 10 July 2017 in Bradworthy Primary Academy** at 7.30pm. The Agenda is detailed below.  Sue Squire, Parish Clerk. 3 July 2017 | |
| **No.** | **Item** |
|  | **Mr M Barrow, DCC will give a talk on broadband in West and East Putford.** |
| 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. | **Apologies.** |
| 3. | **Declarations of Interest. (Chairman and Clerk)**   * **Register of Interests** * **Advice from Jamie Hollis, Monitoring Officer and Senior Solicitor, Torridge District Council** * **Dispensations** |
| 4. | **Approval of the Minutes of the Meeting held on 16 May 2017.** |
| 5. | **Reports:**  **5.1 Police.**  **5.2 County Councillor B Parsons**  **5.3 District Councillor R Hicks - the Chairman to propose that we make contact regarding concerns of non attendance**  **5.4 Meetings attended by Councillors / Clerk.**  **5.5 Chairmanship training – to share key learning points and best practice (Councillor Mrs Geen)** |
| 6. | **Matters Arising.**  **6.1 Common Moor.**   * Feedback on visit to Thornhillhead Moor and Issues for Common Moor (paper) for review and discussion of issues and to agree next steps (Councillors Thomas and Mrs Geen) * Draft Stewardship Agreement – to receive comments * Draft Management Plan – to receive comments * Proposals for separate meeting (sub committee) with NE and DWT to review and discuss the details of the draft Stewardship Plan (Clerk)   **6.2 Co-option of Councillor Mrs R Crout.** To note that Torridge District Council have been advised of this.  **6.3 Data Protection.** To note that this is being progressed with the Information Commissioners Office.  **6.4 Compliance.** To note this has been updated following review and re-adoption at the last meeting.  **6.5 Mobile Phone Signal.** Councillor Cornish to advise the details he wishes to be followed up.  **6.6 Grant Giving Policy.** Councillors will be sent the previous version for review and agreement. |
| 7. | **Planning and Planning Correspondence.**  **At the time of preparing the Agenda, there were no Planning Applications to consider.**  **7.1 Planning Correspondence:** To note the following TDC Decision Notice:  **APPROVAL** for Application 1/0354/2017/FUL – conversion and extension of existing outbuilding to form an annexe at Little Thriverton, West Putford. |
| 8. | **Finance.**  **8.1 Balances.** To be tabled at the Meeting.  Budgetary figures to the end of June 2016 will be tabled.  **8.2 To authorise the following payments:**  **Mrs S Squire**  Salary (2 months) net of PAYE £208.34  Countryside Stewardship Salary (overtime) £181.80  Expenses in connection with Common Moor Countryside Stewardship £ 58.90  Contribution towards broadband (2 months) £ 3.00  Photocopying £ 13.45 **£465.49**  **HMRC** PAYE **£ 78.00**  **Devon Association of Local Councils** Chairmanship Short Course (Cllr Mrs Geen) **£ 30.00**  **8.3 2016/17 Accounts. Internal Auditor’s Report.** Further details will be given.  **8.4 The Pensions Regulator.** To note that the Declaration of Compliance has been completed ahead of the deadline of 1/12/17.  **8.5 Lloyds Bank Online Banking on a view only basis.** To note this is being actioned by the bank. |
| 9. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.**  **9.1 Torridge District Council.** To note that the TAP (Town & Parish) Fund is open for applications.  **9.2 Holsworthy Rural Community Transport.** Letter of thanks for the grant of £148.33 as part of the TAP fund allocation for the Parishes.  **9.3 DCC.** North Devon Link Road consultation running until 28/7/17.  **9.4 Kier.** Notification of road closure to complete SWW Utility works between 2 and 6 October 2017.  **9.5 Norther Devon Playing Pitch Strategy.**  Draft Strategy is out for consultation and invites feedback from the public, including those users of the existing facilities, on the challenges, opportunities and proprieties within the Northern Devon Playing Pitch Strategy 2017 – 2031. The link is as follows: http://www.northdevon.gov.uk/sports/ |
| 10. | **Matters raised by Councillors /Clerk.** |
| 11. | **Date of next Meeting:** Wednesday, 20 September 2017 at 7.30pm in Bradworthy Primary Academy. |