|  |  |  |
| --- | --- | --- |
| **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 P GEEN, Lovelake, North Worden, West Putford, Holsworthy,  EX22 7UZ. Tel: 01409 261537. | | |
| **TO ALL COUNCILLORS:**  You are hereby summoned to a Parish Council Meeting on **Tuesday, 20 March 2018 in Bradworthy Primary Academy** at 7.30pm. The Agenda is detailed below.  Sue Squire, Parish Clerk. 15 March 2018 | | |
| **No.** | **Item** | **Mins** |
| 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.* | **3** |
| 2. | **Apologies.** | **1** |
| 3. | **Declarations of Interest.** | **2** |
| 4. | **Approval of the Minutes of the Meeting held on 24 January 2018 and to receive notes of the Tender Opening Meeting on 6 March 2018.** | **2** |
| 5. | **Reports:**  **5.1 Police.**  **5.2 County Councillor B Parsons**  **5.3 District Councillor R Hicks.**  **5.4 Meetings attended by Councillors / Clerk.** Councillor Mrs Geen will report on her attendance at a TDC Planning Training Session. | **10** |
| 6. | **Common Moor. Lisabeth Miller from Kivells will be present for part of this item.**  **Review of the Tender opening meeting held on 6 March 2018.**  **Councillors to agree the recommendation of the Sub Committee to appoint a Land Agent.**  **Next steps. What are the key targets we are aiming to achieve in the Countryside Stewardship Agreement negotiation with NE**  **Work undertaken by Devon Wildlife Trust since our last meeting – a brief update for information only.** | **45** |
| 7. | **Matters Arising**.  **7.1 Recycling Issues.** To note that photographic evidence has been forwarded to TDC for further comment.  **7.2 TDC Community Governance Review.** To note that TDC has been advised that this Council wishes to remain as a two Parish Council.  **7.3 Putford Post.** To note that an enquiry has been made as agreed at the last meeting. An acknowledgement has been received informing that it may not be possible to get a reply in time for the next Parish Council meeting.  **7.4 Broadband Survey.** To receive confirmation from Councillor Thomas that he has completed and submitted the survey on behalf of the Parish Council.  **7.5 TAP (Town and Parish) Fund – Holsworthy Rural Community Transport.** As no further information was received and the deadline date for TAP applications for the current financial year has passed, this item does not require further discussion.  **7.6 TDC Waste and Recycling Roadshow.** Confirmation that Bradworthy will be hosting a roadshow where more information can be obtained. The date will be announced shortly. | **5** |
| 8. | **Planning and Planning Correspondence.** At the time of preparing the Agenda, there were no Planning Applications to consider.  **Planning Correspondence. To note the following TDC Decision Notice:**  **APPROVAL for Application 1/1274/2017/FUL -**  Conversion and extension of attached outbuilding to form sun lounge/breakfast room with alterations to existing porch (affecting a public right of way) – Nutton Farm, East Putford. | **5** |
| 9. | **Finance.**  **9.1 Balances.** To be tabled at the Meeting.  Budgetary figures to the end of February 2018 will be tabled.  **9.2 To authorise the following payments:**  **Mrs S Squire**  Salary (2 months) net of PAYE £166.74  Contribution towards broadband (2 months) £ 3.00  Photocopying £ 16.85  Postage 12 x 1st class £7.80 6 x large £5.88 £13.68 **£200.27**  **HMRC** PAYE **£ 41.60**  **PSP Group** Renewal premium for Combined Liability Insurance on Common Moor **£486.44**  **Vanessa Sanders** Locum Clerking **£TBA** | **10** |
| 10. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.**  **10.1 North Devon & Torridge Local Plan.** Further consultation running from 1 March to 13 April. | **5** |
| 11. | **Matters raised by Councillors /Clerk.**  Under the Smaller Authorities Transparency Code, no items have been advised to the Clerk for inclusion on the Agenda. | **0** |
| 12. | **Date of next Meeting:** Wednesday, 23 May 2018 at 7.30pm in Bradworthy Primary Academy.  This will be the Annual Parish Council Meeting (AGM). | **1**  **TOTAL**  **89 mins** |