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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 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 **Wednesday, 24 January 2018in Bradworthy Primary Academy** at 7.30pm. The Agenda is detailed below.  Sue Squire, Parish Clerk. 19 January 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.* **1.1 Representations regarding the recycling service.** The parishioner has made representations to TDC and its reply will be given. | **3** |
| 2. | **Apologies.**  | **1** |
| 3. | **Declarations of Interest.**  | **2** |
| 4. | **Approval of the Part 1 and Part 2 Minutes of the Meeting held on 14 November 2017.** The Part 2 Minutes will be circulated at the meeting. | **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.**  | **10** |
| 6. | **Common Moor.*** General update report will be given Councillor Thomas
* Dispensation. A letter of confirmation will be available for Councillors who requested this at the last meeting
* Feasibility of appointing a Land Agent. Councillor Thomas to report progress.
* Draft Terms of Reference for Sub Committee. For approval. Details attached to this Agenda. Councillor Thomas to report.
* Tenders for work on Common Moor. For approval. Details attached to this Agenda. Councillor Thomas to report.
 | **30** |
| 7. | **Matters Arising.****7.1 TDC – Rough Sleeper Estimate.**  To note that TDC were advised there were no known rough sleepers in the Parish.**7.2 Grit Salt.** To note that 2 tonnes has been ordered to be delivered to Snow Warden, Councillor Pomeroy.**7.3 2018 Meetings.** To note that Bradworthy Primary Academy has been booked for the dates agreed.**7.4 TAP (Town and Parish) Fund – Holsworthy Rural Community Transport.** To further discuss the request for assistance via the TAP fund. | **10** |
| 8. | **Planning and Planning Correspondence.** **To consider the following Application:****1/1274/2017/FUL – Conversion and extension of attached outbuilding to form sun lounge / breakfast room with alterations to existing porch – Nutton Farm, East Putford.****Planning Correspondence: At the time of preparing the Agenda, there was no Planning Correspondence to consider.** | **5** |
| 9. | **Finance.****9.1 Balances.** To be tabled at the Meeting.Budgetary figures to the end of December 2017 will be tabled.**9.2 To authorise the following payments:****Mrs S Squire**  Salary (2 months) net of PAYE £165.54 Contribution towards broadband (2 months) £ 3.00 Photocopying £ 13.45 **£188.79**  **HMRC** PAYE **£ 41.80****Bradworthy Primary Academy** Donation towards hire of room for meetings **£ TBA****9.3 TAP (Town and Parish) Fund.** To note that an application of £100 has been submitted in respect of support for the Putford Post, specifically for hosting the website.**9.4 2018/19 Precept.** To note that the relevant form has been received from TDC and returned in good time ahead of the deadline date. | **10** |
| 10. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.****10.1 TDC.** Waste / Recycling Roadshows Spring 2018. TDC propose to introduce new waste and recycling schemes from 1/6/18. The roadshow aims to engage with customers and explain the changes.To make a decision as to whether to have one in Putford and if so, its location and preferred day.**10.2 TDC.** Torridge Community Governance Review – First round of consultation.The review gives local people the opportunity to have their views heard about whether current parish arrangements should be changed. This could include the creation or abolition of parishes and parish councils, or changes to parish boundaries.The consultation ends on 23/2/18 and more information can be seen by going to www.torridge.gov.uk/cgr**10.3 TDC.** The rules of the Town and Parish Fund are changing for the financial year 2018/19. More details will be given at the meeting. | **15** |
| 11. | **Matters raised by Councillors /Clerk.** **11.1 Clerk’s Leave. 20/1/18 – 11/2/18 inclusive.****11.2 Putford Post.** To consider / discuss making a request to the Putford Post Committee to provide paper copies to parishioners who do not use the internet. **11.3 Councillor Thomas.** To consider completing the Broadband Survey as detailed in the latest communication from the Devon Association of Local Councils. Under the Smaller Authorities Transparency Code, no items have been advised to the Clerk for inclusion on the Agenda.  | **10** |
| 12. | **Date of next Meeting:** Wednesday, 28 March 2018 at 7.30pm in Bradworthy Primary Academy. | **1****TOTAL****100** |