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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 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, 26 September 2018 in Bradworthy Primary Academy** at 7.30pm. The Agenda is detailed below.  Sue Squire, Parish Clerk. 19 September2018 | | |
| **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.** | **1** |
| 4. | **Approval of the Minutes of the Meeting held on 25 July 2018.**  **To receive the Minutes of the Common Moor Sub Committee Meeting held on 19 September 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.** | **10** |
| 6. | **Common Moor.**  **6.1 Councillor Thomas will present the recommendations of the Sub Committee which met on 19 September 2018.**  **Councillor Thomas will ask the full Council to ratify the Sub Committee’s recommendation of a contractor to carry out the work on Common Moor and will ask the full Council to ratify the Sub Committee’s recommendation to agree to enter into a Higher Tier Stewardship Agreement with Natural England.**  **Terms of Refernce and membership** | **60** |
| 7. | **Matters Arising**.  **7.1 Putford Post.** Deferred to the November meeting.  **7.2 Broadband Update.**  Councillor Thomas. | **5** |
| 8. | **Planning and Planning Correspondence.**  At the time of preparing the Agenda, there were no Planning Applications to consider.  **Planning Correspondence.**  **TDC.** Email regarding the publication of Inspector’s Report on the North Devon & Torridge Local Plan.  The Inspector in her report concludes that the Local Plan can be made sound and capable of adoption with the application of the recommended Main Modifications that are provided as an Appendix to her report.  It is anticipated that the Inspector’s report will be considered at Full Council Meetings of the respective Councils in October 2018 to enable the Plan to be formally adopted. | **2** |
| 9. | **Finance.**  **9.1 Balances.** To be tabled at the Meeting.  Budgetary figures to the end of August 2018 will be tabled. This will include separate figures in respect of Common Moor.  **9.2 To authorise the following payments:**  **Mrs S Squire**  Redacted under the Data Protection Act. Councillors will be shown the details  **HMRC** PAYE **£41.60**  **PMP Printing** Printing costs associated with Higher Tier Manual **£44.86**  **9.3 VAT Reclaim.** To note that a reclaim in the sum of £79.62 in respect of the period 1/4/17 – 31/8/18 has been made to HMRC.  **9.4 Variation Mandate to update cheque signatories for all Councillors to sign and for the Clerk to have the facility of ‘view only’ online banking.**  To note that a response from the Bank was awaited.  **9.5 TDC.** To note that the second tranche of the 2018/19 Precept amounting to £1,500 has been credited to the Parish Council’s bank account. | **10** |
| 10. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.**  At the time of preparing the Agenda, there was no specific correspondence to consider. | **3** |
| 11. | **Matters raised by Councillors /Clerk.**  **11.1 Venue of Meetings. Following on from the meeting in Parkham Methodist Schoolroom, to decide whether to move the meetings to be held at that location.**  **11.2 Dates of 2019 meetings.** The suggestion is, all on Wednesdays:  23 January, 20 March, 22 May, 17 July, 18 September, 20 November.  **11.3 Archiving of historical Parish Council files and paperwork.** To consider a suggestion that this is transferred from the Clerk’s home to Bradworthy Historical Society.  Under the Smaller Authorities Transparency Code, no items have been advised to the Clerk for inclusion on the Agenda. | **10** |
| 12. | **Part II Confidential.** | **5** |
| 13. | **Date of next Meeting:** Wednesday, 28 November 2018 in Bradworthy Primary Academy at 7.30pm. | **TOTAL**  **113** |