|  |  |  |
| --- | --- | --- |
| **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, 23 January 2019 in Bradworthy Primary Academy** at 7.30pm. The Agenda is detailed below.  Sue Squire, Parish Clerk. 16 January 2019 | | |
| **No.** | **Item** | **Mins** |
|  | **Welcome to newly co-opted Councillor Mrs N Williams who will complete and sign various items of paperwork.** | **3** |
| 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** |
| 3. | **Apologies.** County Councillor B Parsons. | **1** |
| 4. | **Declarations of Interest.** | **1** |
| 5. | **Approval of the Minutes of the Meeting held on 28 November 2018.**  **The Part II Confidential Minutes will be circulated to Councillors at this point in the meeting.** | **2** |
| 6. | **Reports:**  **6.1 Police.** Update from 1/11/18 – 31/12/18 – no crimes recorded in West and East Putford.  **6.2 County Councillor B Parsons.** Apologies sent.  Email received regarding road funding.  **6.3 District Councillor R Hicks.**    **6.4 Meetings attended by Councillors / Clerk.** | **5** |
| 7. | **Common Moor.**  2019 Timetable (attached)  Update from Kivells (Cllr Thomas to lead)  SSSI Condition Status (Cllr Thomas to lead)  Offer sign off (Cllr Mrs Geen to lead)  Publicity (Cllr Thomas to lead)  Insurance (Cllr Thomas to lead)  Ways or working document (Cllr Thomas to lead)  Japanese Knotweed (Cllr Mrs Geen to lead)  Complaint letter (Cllr Mrs Geen to lead) | **30** |
| 8. | **Matters Arising**.  **8.1 Road safety issues.** To note that the details have been reported to Devon Highways and the County Councillor.  **8.2 Co-option of Parish Councillors.** To note that Torridge District Council has been advised of the details.  **8.3 Welcome Pack for new residents.** (Cllr Moulder)  **8.4 Broadband.**  Councillor Thomas:  Broadband project update following a meeting with Openreach  Request for financial support to take the project to the next stage  **8.5 Broken signage in West Putford.** The Clerk is in communication with the County Councillor regarding a Locality Grant. | **15** |
| 9. | **Planning and Planning Correspondence.** At the time of preparing the Agenda, there were no Planning Applications or Planning Correspondence to consider, |  |
| 10. | **Finance.**  **10.1 Balances.** To be tabled at the Meeting.  Budgetary figures to the end of December 2018 will be tabled.  **10.2 To authorise the following payments:**  **Mrs S Squire**  Redacted under the Data Protection Act. Councillors will be shown the details  **HMRC** PAYE **£43.00**  **Parkham Methodist Church** Hire of schoolroom for meeting on 25/7/18 **£12.80**  **10.3 Torridge, North, Mid and West Devon Citizens Advice** had been advised that Councillors had decided not to give a donation.  **10.4 Torridge District Council Precept Paperwork** had been returned for attention. | **10** |
| 11. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.**  **11.1 Bradworthy Parish Council** seek a letter of support for a Communities Together Application for outdoor adult gym equipment. No financial contribution is required from this Council. | **5** |
| 12. | **Matters raised by Councillors /Clerk.**  Under the Smaller Authorities Transparency Code, no items have been advised to the Clerk for inclusion on the Agenda. |  |
| 13. | **Date of next Meeting:** Wednesday, 2 March 2019 in Bradworthy Primary Academy at 7.30pm. | **TOTAL**  **75 mins** |