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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, 20 March 2019 in Bradworthy Primary Academy** at 7.30pm. The Agenda is detailed below.  Sue Squire, Parish Clerk. 14 March 2019 | |  |
| **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 |
| 3. | **Apologies.** | 1 |
| 4. | **Declarations of Interest.** | **1** |
| 5. | **Approval of the Minutes of the Meeting held on 20 January 2019.** | 2 |
| 6. | **Reports:**  **6.1 Police.** Update from 1/1/19 – 28/2/19.  **6.2 County Councillor B Parsons.** Reports received and circulated.  Update on DCC broadband project.    **6.3 District Councillor R Hicks.**    **6.4 Meetings attended by Councillors / Clerk.** | 10 |
| 7. | **Common Moor.**  An update will be given by Councillor Thomas on:   * Kivells update report * Kivells costs to date * Sign off of Higher Tier Countryside Stewardship Agreement Officer. Letter received from the Rural Payments Agency advising that eligibility checks are still being carried out. * Publicity update including summary of progress made in the form of a Newsletter which has been prepared and delivered. To receive feedback on the Newsletter. (Councillor Taylor and Councillor Thomas | 25 |
| 8. | **Matters Arising**.  **8.1 Welcome Pack for new residents.** (Cllr Moulder)  **8.2 Broadband.**  Councillor Thomas to give a verbal update.  **8.3 Broken signage in West Putford.** To note that a Grant application has been submitted.  **8.4 Letter of Support for Bradworthy Parish Council’s Communities Together Application.** To note this has been sent.  **8.5**  **Communication with parishioners** – to discuss and confirm how we do this bearing in mind cost and issues experienced with Web and Putford Post (Councillor Carter) | 15 |
| 9. | **Planning and Planning Correspondence.**  **9.1 To consider the following Planning Application:**  **1/0197/2019/AGMB – Prior notification for the change of use of agricultural building to 1 no. dwelling under Class Q and associated operational development – land at Powlers Piece, Putford.** | 10 |
| 10. | **Finance.**  **10.1 Balances.** To be tabled at the Meeting.  Budgetary figures to the end of February 2019 will be tabled.  **10.2 To consider a request for a donation from South West Heritage Trust towards the upkeep of the North Devon Record Office over a three year period.**  Pledges received from Parish Councils range for £50 to £600 per year, given in relation to their size.  Should the North Devon Record Office close, all the records would need to be removed and stored in Somerset.  **10.3 Litter Picking.** Request from parishioner for Parish Council support and funding to do Parish Council litter picking.  **10.4 To authorise the following payments:**  **Mrs S Squire**  Redacted under the Data Protection Act. Councillors will be shown the details  **HMRC** PAYE **£43.00**  **Mr S Carter** Reimbursement of costs for production and distribution of the Newsletter and postage  **£35.17 Plus postage**  **PSP Insurance** Combined Liability Renewal Premium in respect of Common Moor due on 8/3/19 **£515.84**  *The insurers are aware of this meeting and cover is being held pending receipt of the cheque*  **10.5 National Savings and Investments.** To note that £15.17 interest has been credited to the account, giving a balance of £2,106.77 | **15** |
| 11. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.**  **11.1 TDC.** Letter regarding connecting actively to Nature.  **11.2 Devon Highways.** Temporary road closure on 30/4/19 – road from Chuston Cross to Mambury Cross to replace water pumping station  **11.3 Information Commissioners Office.** Confirmation of payment and Data Protection Registration Certificate received. | 10 |
| 12. | **Matters raised by Councillors /Clerk.**  **12.1 Parish Council Elections (information circulated on 8 March).** Opportunity for Councillors to raise any questions about the process (Chairman / Clerk).  Under the Smaller Authorities Transparency Code, no items have been advised to the Clerk for inclusion on the Agenda. | 10 |
| 13. | **Date of next Meeting:** Wednesday, 22 May 2019 in Bradworthy Primary Academy.  The Annual Parish Meeting will commence at 7.30pm and the Annual Parish Council Meeting - the first meeting of the newly elected Council will commence on the rising of the Annual Parish Meeting. | Total  102 |