|  |  |  |
| --- | --- | --- |
| **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, 18 September 2019 in Bradworthy Primary Academy at 7.30pm.**  The Agenda is detailed below.  Sue Squire, Parish Clerk. 13 September 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 |
| 2. | **Co-option of Parish Councillors to fill the 3 vacant seats on the Parish Council.**  A letter requesting co-option has been received. | 2 |
| 3. | **Apologies.** Councillors N Moulder and Mrs N Williams | 1 |
| 4. | **Declarations of Interest.**  **4.1 In connection with Item 2, it is anticipated that a Dispensation in connection with items relating to Common Moor will be requested and this will be granted by the Clerk.** | 3 |
| 5. | **Approval of the Minutes of the Parish Council Meeting held on 17 July 2019.** | 2 |
| 6. | **Reports:**  **6.1 Police.** The Newsletter for July/August has been received.  **6.2 County Councillor B Parsons.** The Clerk has asked Councillor Parsons to follow up efforts to contact Matt Barrow of DCC regarding a report on the current broadband situation.  The Clerk has followed up the poor condition of the road surface at Saxworthy and a reply has been received from Highways.  The Clerk has followed up the drainage scheme and a reminder for a reply has been requested.  County Councillor’s Update dated September 2019 has been received and circulated.  **6.3 District Councillors P Pennington / R Hicks**    **6.4 Meetings attended by Councillors / Clerk.**  **6.5 Councillor Carter – Communication with parishioners** | 15 |
| 7. | **Common Moor.** MT to lead.   * **Opening swaling Tender(s)** * **Kivell’s Report** * **Change to RPA payments and agreement on how to proceed** * **Clerk has confirmed to Kivells that Tenders for 4 years are to be invited** * **Litter Bin (Clerk) Report awaited from TDC** * **Public Liability. The Clerk will give further details** | 30 |
| 8. | **Broadband. (MT)** | 5 |
| 9. | **Matters Arising**.  **9.1 Devon and Somerset Fire and Rescue Service Consultation.** To consider submitting a response from this Council regarding the proposals.  **9.2 TDC Area Advisory Group.** To note that the Clerk has sent the items listed for inclusion on the Agenda.  After making further enquiries, she has ascertained that the September meeting was postponed due to a possible general election and a date in November is now being considered.  **9.3 Repair of signposts.** The Clerk is continuing to identify a company who can provide a quotation so that a bid can be made to the Highway Maintenance Community Enhancement Fund.  **9.4 Devon Air Ambulance Night Landing Site.** Councillor Moulder has advised the Clerk that a site meeting has been held between the Air Ambulance Representative and himself with a follow up meeting to confirm the arrangements that a site on his farm has been identified on 19 September.  **9.5 Parish Council Laptop.** To note that arrangements have been / are being made for parishioners to be aware of this in the newsletter and welcome pack. | 15 |
| 10. | **Planning and Planning Correspondence.** At the time of preparing the Agenda, there were no Planning Applications to consider.  **10.1 To note the following TDC Decision Notice:**  Application 1/0223/2019/FUL – Erection of an agricultural workers dwelling at Ley Farm, Putford. | 2 |
| 11. | **Finance.**  **11.1 Balances.** To be tabled at the Meeting.  Budgetary figures to the end of August 2019 will be tabled.  **11.2 To authorise the following payments:**  **Mrs S Squire**  Redacted under the Data Protection Act. Councillors will be shown the details  **HMRC** PAYE **£43.00**  **Cllr M Thomas** Reimbursement for website expenses over the last financial year **£72.00**  **11.3 NS&I Account.** To consider completing a form to withdraw some funds in the account. | 10 |
| 12. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.**  **12.1 Climate Emergency Network.** Two documents received which will be forwarded to Councillors.  **12.2 Community Emergency Planning.** Email from Devon Communities Together which will be forwarded to Councillors. | 15 |
| 13. | **Matters raised by Councillors /Clerk.**  **13.1 Hospital Services in northern Devon – engagement update.** Councillor Mrs Geen has requested this item with a view to the Parish Council responding. Details of the Survey will be circulated to Councillors to study so that a balanced responses can be agreed and submitted. | 15 |
| 14. | **Training.**  Councillors Carter, Smith and Mrs Williams have been booked to attend a ‘Being a Good Councillor Short Course’ on 15 October. | 1 |
| 15. | **Date of next Meeting:** Wednesday, 20 November 2019 in Bradworthy Primary Academy at 7.30pm. | 119 Mins |