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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, 18 March 2020 in Bradworthy Primary Academy at 7.30pm.**  The Agenda is detailed below.  Sue Squire, Parish Clerk. 13 March 2020 | | |
| **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.**  **Councillors Cornish, Mrs Drake, Moulder and Pomeroy have a Dispensation for items relating to Common Moor.** | 1 |
| 4. | **Approval of the Minutes of the Parish Council Meeting held on 15 January 2020.**  **The Part II Confidential Minutes of 20 November 2019 will be circulated and signed at the meeting.** | 5 |
| 5. | **Reports:**  **5.1 Police.** The March Newsletter has been circulated to councilors.  **5.2 County Councillor B Parsons.**  The March Newsletter has been circulated to Councillors as has the Budget Speech at the Cabinet Meeting on 14/2/20.  Stagecoach Consultation – details have been circulated to Councillors  **5.3 District Councillors P Pennington / R Hicks.**  Litter Bin.  **5.4 Meetings attended by Councillors / Clerk.**  **5.5 Councillor Carter – Communication with parishioners.**  **5.6 Councillor Carter – Holsworthy Advisory Committee.**  **5.7 Parish Clerk – CiLCA (Certificate in Local Council Administration) Qualification.**  Written Reports have been circulated after attendance of Sessions 1 and 2. | 10 |
| 6. | **Common Moor.** Report has been circulated to Councillors. | 10 |
| 7. | **Matters Arising**.  **7.1 Replacement Signposts / Finger Posts.**  Councillors Moulder and Smith to have identified areas on a map where signposts were missing or damaged.  Councillor Wooldridge to advise the maker of the sign at Five Lanes Cross.  Councillor Mrs Williams will speak on the state of the road signs in the Parish at this point.  To make a decision to proceed with the replacements.  **7.2 Community Emergency Planning.**  To note that the Community Emergency Plan is appearing in the noticeboards and on the website.  **7.3 Devon Air Ambulance Night Landing Site.**  **Grants.** To note that County Councillor Parsons has agreed to give £400 and District Councillors Pennington and Hicks £450 each. The total of £900 has been credited to the Parish Council’s Treasurers Account.  To approve proceeding with a Planning Application. | 15 |
| 8. | **Planning and Planning Correspondence.**  **8.1 To consider the following Planning Applications:**   * **1/0017/2020/FUL – Conversion of redundant stable into residential dwelling – Wheelers Retreat, Bradworthy** * **1/1120/2019/FUL – Retrospective application for erection of storage, workshop and office space buildings – land at Lane End Farm, Putford**   **8.2 To note the following TDC Decision Notice:**  **APPROVAL for Application 1/1095/2019/FUL – stable block with space for hay / straw & fodder storage at Cresta, West Putford.**  **8.3 Planning Sub Committee Terms of Reference.**  A draft document will be forwarded to Councillors for approval. | 5 |
| 9. | **Finance.**  **9.1 Balances.** To be tabled at the Meeting.  Budgetary figures to the end of February 2020 will be circulated to Councillors who are online and hard copies available who are not.  **9.2 To authorise the following payments:**  **Mrs S Squire**  Redacted under the Data Protection Act. Councillors will be shown the details  Include petrol expenses for to journeys to Cheriton Bishop.  **HMRC** PAYE **£43.00**  **PSP Group** Combined Liability Insurance Renewal (Common Moor) **£392.80**  **TDC** Planning Application in respect of the Devon Air Ambulance Night Landing Site  The Parish Council is eligible for a 50% reduction in the fee **£TBA**  **9.3 NS&I Account.** To note that interest of £16.85 was credited to the account on 1/1/20 making a balance of £2,123.62.  To note that a form has been submitted requesting closure of the account.  **9.4 Information Commissioners Office.** To note that the data protection has been renewed and confirmation of payment received together with the Certificate for the coming year.  **9.5 2020/21 Precept.** To note that the Precept request in the sum of £3,000 was submitted to TDC ahead of the deadline date. | 10 |
| 10. | **Correspondence / Notices & Publications Received – will be placed on the table to see and read.**  **10.1 The TDC Climate Change Workshop planned for 21/3/20 has been cancelled due to the Corona Virus epidemic.**  **10.2 DALC communication regarding the Corona Virus and continuity or cancelling of Parish Council Meetings.**  To consider giving delegatory powers to the Responsible Financial Officer in the event of meetings being cancelled. | 10 |
| 11. | **Matters raised by Councillors / Clerk.**  No other items have been raised by Councillors. | 15 |
| 12. | **Date of next Meeting:**  Wednesday, 20 May 2020 in Bradworthy Primary Academy at 7.30pm.  This will commence with the Annual Parish Meeting followed by the Annual Parish Council Meeting (AGM). | 85 Mins |