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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 January 2021 at 7.30pm by teleconference.** The meeting is scheduled to last no longer than one hour.   |  | | --- | | **The joining details are:**  **Dial:** 0333 0110 397  **Room number:** 64148634 # **PIN:** 4972 # |   The Agenda is detailed below.  Sue Squire, Parish Clerk.14 January 2021. | | |
| **No.** | **Item** | Mins. |
| 1. | **Talk by Liza Oxford on behalf of the Office for National Statistics in connection with the 2021 Census.** | 5 |
| 2. | **Items raised by members of the public.** At the time of preparing the Agenda, no items had been raised. | 3 |
| 3. | **Apologies.** | 1 |
| 4. | **Declarations of Interest.**  **Councillors Cornish, Mrs Drake and Moulder have a Dispensation for items relating to Common Moor.** | 1 |
| 5. | **Approval of the Minutes of the meeting held on 18 November 2020.** | 2 |
| 6. | **Reports.** Would those listed below please submit a written Report ahead of the meeting to be circulated to Councillors due to the time limitation of the meeting.  **6.1 Police.** The November / December Newsletter has been received and circulated to Councillors.  **6.2 County Councillor B Parsons.** Various Members emails and the latest update have been circulated to Councillors.  **6.3 District Councillors R Hicks and P Pennington.**  **6.4 Councillor M Thomas – Common Moor including the opening of Tenders received for work at Common Moor and the award of the Tender.**  To note that Kivells Land Agent working on behalf of West and East Putford Parish Council in connection with Common Moor has inspected and photographed both sets of work completed and will be in a position to make the capital claim, which will be for a refund of 80% of the costs as soon as possible. This is expected to be received from Natural England in 4 – 8 weeks. | 20 |
| 7. | **Finance.**  **Balances will be tabled.**  **Budgetary figures to the end of December 2020 will be circulated to Councillors for noting.**  **A schedule of income and expenditure solely relating to Common Moor will be provided.**  **7.1 To consider a request from Citizens Advice for a donation. A letter of request and copy of the latest set of accounts has been received to comply with criteria laid down for Parish Councils to follow.**  **7.2 To approve the following payments:**  **Mrs S Squire**  Redacted under the Data Protection Act. Councillors will be shown the details  **HMRC** PAYE **£44.60**  **Rural Services Second Invoice £7,782.90**  (£6,485.75 net, £1,297.15 reclaimable VAT)  **Kivells** Management of Common Moor Higher Tier Stewardship (1//20 – 31/12/20) **£1,398.90**  (Net £1,165.75, reclaimable VAT £233.15)  **Citizens Advice** Donation **£Subject to 7.1 above**  **7.3 2021/22 Budget and Precept.**  The Budget had been set subject to the figures being checked in relation to Common Moor with Councillor Thomas.  To ratify the decision  **7.4 To note that the Precept form has been received from TDC, completed with the figure of £3,000 agreed at the budget setting meeting in November 2020 and returned to TDC.** | 8 |
| 8. | **Planning.**  **8.1 To consider the following Application:**   * **1/0028/2021/FUL – Change of use of land from agricultural to equestrian and creation of arena for private use – Cresta, West Putford** * **1/1023/2020/AGMB – Prior notification for the change of use of agricultural building to 3 no. dwelling houses and associated building operations under Class Q – building at Higher Chollaton, West Putford**   To note that between meetings, Councillors considered Application 1/1106/2020/FUL – extension to agricultural building and creation of slurry pit – land at Mambury Farm, East Putford.  *Councillor Hancock declared a Prejudicial Interest and did not comment or vote.*  To note that after consulting with Councillors under the Business Continuity Plan, a response of ‘no objections’ was submitted to TDC.  **8.2 Planning Correspondence.** To note the following TDC Approval Decision Notices:   * **Approval for Application 1/0833/2020/FUL –** Replace existing utility room with utility and toilet/shower room at The Old School House, Putford. * **Approval for Application 1/0414/2020/FUL –** Relocation of existing farm entrance to provide safe visibility and access to incoming and outgoing vehicles – Field Irish Farm, Bradworthy. | 10 |
| 9. | **Items to discuss.**  **9.1 Snow Warden.** Councillor Mrs Geen will advise that Mr D Pomeroy does not wish to continue in this role.  To discuss this item further. | 5 |
| 10. | **Items to note:**  **10.1 Reviewed / adopted documents.** To note that the documents approved at the last meeting have been updated with the date and sent to Councillor Thomas for inclusion on the website.  **10.2 Fly Tipping at lay by between Stibb Cross and Powlers Piece.** To note that the Clerk has asked TDC for the call out number when fly tipping is noticed so that arrangements can be made for it to be collected.  TDC has been advised of the frequency of fly tipping at this site.  A reply has been received advising that the call out number is only hours after hours, answered by a standby officer after being transferred from the usual Council line of 01237 428700. Out of hours collection would only be considered if an item was classed as dangerous.  For fly tipping, the same number, option 3, can be called (Waste and Recycling Team) and TDC will arrange for someone who is available to attend. Alternatively, an email can be sent to recycle@torridge.gov.uk  **10.3 Devon Air Ambulance Night Landing Site.**  After the Agreement had been signed and sent to the Devon Air Ambulance, this was returned as the form had to be signed by the landowner to give consent.  This has been done and submitted again to the Devon Air Ambulance. | 3 |
| 11. | **Date of next meeting. Wednesday, 17 March 2021 at 7.30pm by teleconference.** | 1  Total  59 mins |