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| WEST AND EAST PUTFORD PARISH COUNCIL  **Parish Clerk : David Smith, 1 Mambury Cottages, East Putford, EX22 7UH Tel : 01409 240219**  **CHAIR: Councillor Steve Carter, Churston Ford, West Putford, Holsworthy, EX22 7UU/ Tel : 01409 240328.** | |  |
| **TO ALL COUNCILLORS:**  **You are hereby summoned to the Parish Council Meeting on Wednesday, 10th May 2023 on the rising of the Annual Parish Meeting in the Collacott Room at Bradworthy Memorial Hall. The Agenda is detailed below.**    **Members of the public are welcome to attend**  David Smith, Parish Clerk, 3rd May 2023. | |  |
| **No.** | **Item** | **Mins** |
| **1** | **Members to have completed their Register of Business Interests Forms for 2022/23.** | **5** |
| **2** | **Election of Chairman.** | **3** |
| **3** | **Chairman’s Declaration of Acceptance of Office.** | **2** |
| **4** | **Election of Vice-Chair** | **2** |
| **5** | **Election of Parish Council Representatives**   * **Common Moor** * **Parish Council Representative at Torridge Area Advisory Committee Meetings** * **Parish Snow Warden** * **Communications Officer** | **3** |
| **6** | **Co-Option of Parish Councillors** | **3** |
| **7** | **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** |
| **8** | **Apologies** | **2** |
| **9** | **Declarations of Interest** | **2** |
| **10** | **Approval of the Minutes of the Parish Council Meeting held on 15th March 2023.** | **3** |
| **11** | **Reports: Written Reports requested - to note at this point in the meeting.**  **11.1 County Councillor J Morrish.**  **11.2 District Councillors**  **11.3 Common Moor - Councillor Thomas  11.4 State of the roads / Signpost update. Cllr Carter** | **15** |
| **12** | **Items to Discuss.**  **12.1 Devon Air Ambulance Night Landing Site -** *To receive an update on the outstanding works from Cllr Moulder.*  **12.2 Fly Tipping at Common. Moor Cross and Scrub Clearance Proposal** *- To receive an update on the costs of the proposed information board from Cllr Thomas*  **12.3 Support for Holsworthy Rural Community Transport** *- To receive an update on the Council’s request for further information.*  **12.4 Refurbishment of Skittles Alley to provide a Community Asset** *- To receive an update on the Council’s request for legal advice.*  **12.5 Review of Common Moor Management Plan -** *Cllr Drake wishes to present Natural England’s report on the management plan*  **12.6 Financial Contribution to proposed Putford Calendar 2024** *Cllr Drake wishes to re-visit the Council’s decision to support this initiative.*  **12.7 Support for Community Projects -** *Proposal to agree to establish an amount of money from Common Moor surplus each year it is available to support /partially support community projects and activities when requested by a parish member for defined community benefit and costed amounts  this would cover items like community transport, defibrillator, support of parish events/projects.*  **12.8 Signs on Common Moor -** *To agree the wording and number of signs to be placed at the entrances to Common Moor.*  **12.9 Commonly used access to Common Moor versus rights of way -** *Footpaths maintenance*  **12.10 Parish Clerks Contract of Employment** *- To approve the Parish Clerk’s contract of employment* | **60** |
| **13** | **Planning and Planning Correspondence.**  **The parish Council have been asked for its comments on the following application :-  12.1. 1/0198/2023/FUL Building At Higher Chollaton, West Putford, Devon. Conversion and extension of barn to 2no. dwellings and change of use of land to residential in lieu of Class Q approval 1/0539/2021/AGMB.   12.2 1/0931/2022/FUL Barn At Grid Reference [236884 113618](tel:236884%20113618) West Putford Devon. Conversion and Extension to Barn Dwelling.** | **15** |
| **14** | **Finance.**  **14.1 Balances. Lloyds Bank Treasurers Account as at 30th April 2023**  **Treasurers Account £ 14,315.75 Cr**  **Instant Access Savings £ 25,035.01 Cr**  **14.2 To Authorise the following Payments :**  Bradworthy Parish Memorial Hall - re hire of hall for May meeting. **£18.00**  Holsworthy Rural Community Transport - *Donation* **£500.00**  Fasthosts - re website hosting (March & April)  **£12.00**  Fasthosts - website domain renewal **£14.39**  Devon Association of Local Councils - *Subscription* **£95.61**  Devon Wildlife Trust - *Cutting of Fire Breaks and Swaling on Common Moor* **£5,520.00**  Kivell’s - Completion of Annual Revenue Claim  **£120.00**  PSP Group - *Insurance re Common Moor* **£449.52**  J Snooks - *Internal Audit fee* **£225.00**  Parish Clerks Salary - May **£165.49**  TBC  - June  **£165.49**  Administration Expenses **£66.86**  **14.3 To note receipt of the following sums :**  Bank Interest - March  **£11.78**  Bank Interest - April **£15.83**  TDC Precept  **£1545.00**  **14.4 To approve the accounts for the year ended 31st March 2023.**  **14.5 To Change the signatories on the Parish Hall Fund Account with National Savings & Investments**  **14.6 To note the Internal Audit Report dated 21 April 2023**  **14.7 To approve the Annual Governance Statement 2022/23** | **15** |
| **15** | **Correspondence.**  **15.1 E-mail from a resident asking the Parish Council to provide funding for an additional defibrillator and First Aid training within the parishes -**  *I am writing as requested, to draw the Parish Council’s attention to the increasing requirement for small remote parishes to look at becoming more self sufficient regarding health care.    Our wonderful GPs, Ambulance Staff & Hospitals are at full stretch and these pressures are not going to improve, or be improved, in the foreseeable future.  With new housing estates and tourism increasing the people numbers in our area/district there will inevitably be even more pressure on our NHS.*  *Our own parish has a predominantly aging population with no quick or easy route to receiving urgent medical care.  Not everyone in the parish has the benefit of a close neighbour or being in a hamlet where assistance may be achieved by banging on a wall or simply shouting.  Sadly this can happen to anyone, of any age, at any time, and a lot of our parishioners could be unable to get help or collect an AED from Colscott for example whilst on a call to the emergency services.*  *One way of being proactive in this area would be to provide more AEDs and additional CPR/First Aid training for those who are remote.  Statistically only 1 person in 10 survives a heart attack without appropriate assistance and there is only a small window of time for a chance of full recovery.*  *I am therefore asking for this topic to be added to the Agenda and if the Parish Council could possibly consider providing, or funding, additional AEDs and training for our community.* | **5** |
| **16** | **Date of Next Meeting - Wednesday 19th July 2023** |  |
| **17** | **Items for the Next Agenda** |  |