

KENTISBEARE PARISH COUNCIL

Email: info@kentisbeare.net

Chairman: Queenie Broom. Tel: 01884 798342 Clerk: Melanie Shore-Quinain. Tel: 01884 266502

Notice of a meeting of the Parish Council to be held on Thursday 25th April 2019 in Kentisbeare Village Hall at 7.30pm.
Members of the Public are invited to attend and may address the Council within Public Question Time.

Public Question Time - Parishioners are reminded that, at the discretion of the Chairman, public question time is limited to 15 minutes and individual representations may not exceed a period of 3 minutes. The meeting will start following Public Question Time, after which time public participation is only permitted by special invitation of the Chairman. No decision can be taken on issues raised within Public Question Time unless the matter is already an item on the agenda.

AGENDA

To Members of the Council: You are hereby summonsed to the above meeting for the purpose of transacting the following business.

1. Apologies.
2. Declarations of Interest.
3. Approval of minutes: of the Parish Council meeting as held on 05/03/2019 and the Annual Parish meeting held on 15/03/19.
4. Matters Arising.
5. **Planning & Planning Correspondence.**
 - 5.1 Applications to be considered by the Parish Council:
 - [19/00275/FULL](#) Variation of condition 2 of planning permission 18/01701/FULL to allow substitution of plans. Littlebrook, Kentisbeare.
 - [19/00325/HOUSE](#) Erection of a rear extension following demolition of existing. Walnut Cottage, 2 Silver Street, Kentisbeare.
 - [19/00474/LBC](#) Listed Building Consent for replacement tiles on the Eastern end of roof. The Old Forge, Fore Street, Kentisbeare. EX15 2AA.
 - [19/00635/CAT](#) Notification of intention to remove 1 Hazel and May tree within the Conservation Area. 9 Silver Street Kentisbeare. EX15 2BH.
 - 5.2 Results of applications from Mid Devon District Council and information:
 - [19/00430/CAT](#) Notification of intention to reduce the crown of 1 Beech tree by 1.5m and 1 Maple tree by 2m within the Conservation Area. Bridge House, Fore Street, Kentisbeare. No objection.
 - [19/00094/CLP](#) Certificate of Lawfulness for the proposed erection of temporary de-mountable flood defences which do not exceed 1m in height. Bridge House, Fore Street, Kentisbeare.
 - [19/00107/FULL](#) Change of use of agricultural land for the installation of 28 ground mounted photovoltaic panels. Land at NGR 306675 108286 (North of Lower Pound), Silver Street, Kentisbeare. Approved.
 - [18/02076/HOUSE](#) Erection of garage and single storey side extension including raising of roof and installation of dormer window on front elevation. The Paddock, Blackborough. Permission granted.
 - For information only:* Notification of Appeal - Formation of new vehicular access and driveway. Land at NGR 305858 107710 (Yerrishayes), Kentisbeare. Application No: 18/01682/FULL. Appeal Ref No. APP/Y1138/W/19/3221902.
 - 5.3 Culm Garden Village Proposal. (i) Report on Delivery Board Meeting of 29/03/19. (ii) Any other matters.
 - 5.4 Report on CPRE Seminar of 21/03/19 - Devon's New Housing Need: A Government & Local Authority Perspective.
 - 5.5 DCT - Neighbourhood Planning Course on 10/05/19.
 - 5.6 Any other planning matters. (i) Variation to a premises licence - Altitude festival – Blackborough.
(ii) Any other matters
6. **Highways.**
 - 6.1 To report on work carried out and any upcoming road closures, and to note any repairs that are needed.
 - 6.2 Any other matters.

7. Reports.

- 7.1 The Clerk.
- 7.2 The Chairman.
- 7.3 DCC Cllr. J Berry.
- 7.4 MDDC Cllr. Mrs R Berry.
- 7.5 Kentisbeare Village Hall.
- 7.6 Playing Field.
- 7.7 The Parish Paths and Silver Wood. (i) To consider a date for the Annual Clifford Pike Memorial Walk.
- 7.8 Report following Annual Parish Meeting & Reception 2019.
- 7.9 Any other reports.

8. Finance.

- 8.1 To note the bank balance, any credits received, and direct debit payments taken as at the last statement.
 - 8.2 To resolve to make payments:
 - Chq 1624 £ tbc Maria Thorne. Website and e-newsletter.
 - Chq 1625 £ 106.20 HMRC. Quarterly PAYE. *(note, cheque made out to M Shore-Quinain as re-imburement)*
 - Chq 1626 £ tbc M Shore-Quinain. Salary & expenses.
 - Chq 1627 £ 42.00 Project Cosmic. Domain name renewal.
 - Chq 1628 £ 396.00 The Keepers Cottage. Refreshments for Annual Parish Meeting & Reception.
 - Chq 1629 £ 90.00 Kentisbeare Village Hall. Room Hire.
 - Chq 1630 £ 6.90 SMA Services Ltd. Payroll provider.
 - Chq 1631 £12,396.14 Western Power Distribution. Electricity connection to the playing field.
 - Chq 1632 £ tbc Kentisbeare Village Stores. Refreshments for Annual Parish Meeting.
 - Chq 1633 £ 547.51 KJT Group Ltd. Grass maintenance contract.
 - Chq 1634 £ 55.00 Devon Communities Together. Neighbourhood Planning Training.
 - Chq 1635 £ tbc Doug Richmond Computer Services. Computer IT support.
 - 8.3 To sign cheques and invoices.
 - 8.4 To note the invoice received from DALC for membership renewal to Devon Association of Local Councils - £219.31.
 - 8.5 Local Council Administration - updated edition for Parish Councils.
 - 8.6 To agree on a figure for a grant for Kentisbeare Village Hall.
 - 8.7 Report on EDF Electricity as provider for power to the Parish Playing field.
 - 8.8 Lloyds Bank – to update the signatories on the bank mandate prior to the new term.
 - 8.9 To consider setting up standing order payments.
 - 8.10 Review of effectiveness of system of internal control.
 - 8.11 Unaudited Accounts 2018/19.
 - 8.12 **Annual Governance & Accountability Return & Audit 2018/19.**
 - 8.12.1 Section 1 – To approve The Annual Governance Statement 2018/19.
 - 8.12.2 Section 2 - The Accounting Statements for 2018/19. (i) To consider the Accounting Statements. (ii) To approve the Accounting Statements. (iii) To sign and date the approved Accounting Statements.
 - 8.13 KJT Group Ltd. (i) Cutting fee to 31/05/19 (ii) Merger.
 - 8.14 Review of Clerk's salary and expenses.
 - 8.15 Any other financial matters to be noted.
9. Review of the following: Risk Assessment Management, Statement of Internal Control, Standing Orders and Financial Regulations.
10. District and Town/Parish Council Elections.
11. Assets of Community Value: Update regarding The Wyndham Arms.
12. Correspondence. CPRE Countryside Voice – Spring edition.
13. GDPR.
14. Items for information and future agenda items.
15. Dates of future meetings. May 14th2019 – Annual meeting of the Parish Council.