

## KENTISBEARE PARISH COUNCIL

Website: [www.info@kentisbeare.net](http://www.info@kentisbeare.net)

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**Notice of a remote meeting of the Parish Council via GoToMeeting, to be held on Tuesday 9<sup>th</sup> June 2020 at 7.30pm.** Members of the Public are invited to attend via the internet (**see below for access details**), and may address the Council at the start of the meeting. Under these circumstances to ensure that the meeting runs as smoothly as possible, anyone wishing to speak, should notify the Clerk or the Chair with their name, by 15.00 hours on the day of the meeting. Public speaking is easier when everyone is present in the same room, and prior notification will help to ensure that people are not missed. At the discretion of the Chairman, the democratic period is limited to 15 minutes, and individuals may be limited to 2 minutes. Public Question Time will take place after Adoption of the Remote Meeting Policy. Once the democratic period has finished, 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.

**Please join the meeting from your computer, tablet or smartphone.**

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

### AGENDA

1. Adoption of Remote Meeting Protocol Policy.
2. Public Question Time.
3. Apologies.
4. Declarations of Interest.
5. Approval of Minutes: of the meeting of the Parish Council held on [10/03/20](#).
6. Matters Arising.
  
7. **Planning and Planning Correspondence/Information.**
  - 7.1 Applications to be considered:
    - [20/00782/CAT](#) Notification of intention to fell 10-15 Cypress trees and remove 1 Ash tree within the Conservation Area. Walnut Cottage, 2 Silver Street, Kentisbeare. EX15 2BH.
    - [20/00774/CAT](#) Notification of intention to fell 1 Lime tree in a Conservation Area. Pound Cottage, Priest Hill, Kentisbeare. EX15 2BG.
    - [20/00682/FULL](#) Change of use of land for siting of 4kw ground mounted 180 panel solar pv array. Land at NGR 307350 109085 (Pirzwell Ponds), Kentisbeare.
    - [20/00680/HOUSE](#) Erection of single storey extension to side and two storey extension to rear of dwelling and erection of extension to garage/workshop for stables. 14 Blaydon Cottages, Blackborough. EX15 2HJ.
  - 7.2 Results of applications from Mid Devon District Council: See below 14.7.
  - 7.3 **MDDC Consultation:** [Design Guide Supplementary Planning Document](#)
  - 7.4 Any other planning matters.

8. Highways. (i) Doing What Matters Project. (ii) Any other matters.
9. Reports – any reports may be taken here.
10. **Finance.**
- 10.1 To note the bank balance as at the last statement. Credits received since the last meeting and finance report: Allotment rental £7.50 - 02/03 & 16/04. Website advertising: 05/03 - £45, 12/03 - £45 (500103), 13/03 - £32.50, 13/05 - £30, 14/05 - £45, 18/05 - £35, 22/05 - £45. 08/04 MDDC Precept first instalment £18,258.23. 27/04 HMRC VAT refund 2018-19, £1659.92. Direct debits taken: 10/03 EDF £30. 11/03 ICO subscription £35. Utility Warehouse £41.05 on 31/03, 30/04 & 29/05. EDF £1 on 14/04 and 11/05. Nest 12/03 - £62.44, 31/03 - £61.33, 24/04 - £66.28.
- 10.2 To approve payments:
  - Chq 1743 £ 456.00 Countrywide Grounds Maintenance. Grass cutting contract. Routine maintenance.
  - Chq 1744 £ 30.00 R Chave. Annual allotment site rental.
  - Chq 1745 £ 425.03 Community First Trading. Insurance renewal.
  - Chq 1746 £ 6.90 SMA Services Ltd. Payroll provider.
  - Chq 1747 £ 162.00 Microshade Business Consultants Ltd. Renewal of Data Protection Officer service.
  - Chq 1748 £ tbc Website and e-newsletter works - payment June and July 2020.
  - Chq 1749 £ tbc Clerk – salary and expenses.
  - Chq 1750 £ 105.00 S Aldworth. Internal audit fee.

The following payments are for grants, as agreed at the precept meeting:

  - Chq 1751 £ 1000.00 Blackborough Village Hall.
  - Chq 1752 £ 1000.00 Kentisbeare Village Hall.
  - Chq 1753 £ 1500.00 Kentisbeare PCC.
  - Chq 1754 £ 300.00 Blackborough PCC.
  - Chq 1755 £ 800.00 Sainthill Baptist Church (£300 for church and £500 for Youth Club).
- 10.3 To note the annual subscription to DALC of £214.77 which has been deducted from the precept by MDDC.
- 10.4 To note interest received at the bank 2019/20 - £5.00.
- 10.5 **Annual Governance & Accountability Return (AGAR) & Audit 2019/20.**
- 10.5.1 Income and Expenditure and bank reconciliation as at 31/03/20.
- 10.5.2 Completion of Internal audit – to note the internal audit report and approve implementation of any findings.
- 10.5.3 Section 1 – To approve The Annual Governance Statement 2019/20.
- 10.5.4 Section 2 - The Accounting Statements for 2019/20. (i) To consider the Accounting Statements. (ii) To approve the Accounting Statements. (iii) To arrange signature of the approved Accounting Statements.
- 10.5.5 Notice of Public Rights and Publication of unaudited AGAR for 30 days.
- 10.6 Request for donations (i) Red Cross (ii) Marie Curie.
- 10.6 Cosmic - Privacy Notice for website.
- 10.7 Supplies for Coronavirus (Covid-19) community volunteer group.
- 10.8 Parish maintenance works. (i) Renovation of wooden benches. (ii) Grass cutting contract. (iii) Play Park – quotations for new signs and possibility of temporary fencing.
11. **MDDC Reviews/Consultations**
- 11.1 [Public Space Protection Order \(PSPO\).](#)
- 11.2 [MDDC and Town and Parish Councils Charter.](#)
12. **To consider adoption of the following:** Scheme of Delegation. Extension of Scheme of Delegation and Supplementary Standing Orders (under Coronavirus Covid-19 restrictions). Grant Giving Policy.
13. Update received from Devon Climate Emergency Team.
14. **For information only - to note the following actions/info under Coronavirus (Covid-19) restrictions:**
- 14.1 Closure of Play Area on 24/03/20: Inspections have ceased until play areas re-open, the last inspection took place in February.
- 14.2 Cheques 1738 to 1742 totalling £2439.31 agreed for payment under delegation to the Clerk, in consultation with the Chairman and Vice-Chairman. Delegation is following prior consultation with all Parish Councillors.
- 14.3 Parish Paths – DCC has notified that the contractor can continue to work on the footpaths.
- 14.4 Two co-ordinators to organise volunteers to help the vulnerable; supported by Blackdown Support Group.

- 14.5 Allotments – guidance given to holders.
- 14.6 Cullompton Town Centre and Master Plan Consultation – no comments made.
- 14.7 Applications for which a response has been submitted, no objections to the following - agreed under delegation to the Clerk, in consultation with all Parish Councillors.
  - 20/00451/CAT Notification of intention to remove 1 Oak tree within the Conservation Area. 12 Silver Street, Kentisbeare. EX15 2BH.
  - 20/00500/FULL Replacement of existing septic tank with package treatment plant and formation of access track. Land at NGR 309438 108856 (Western Cottage), Blackborough. NOTE - APPROVED.
  - 20/00501/FULL Erection of field shelter and general agricultural store. Land at NGR 309398 108855 (Western Cottage), Blackborough. NOTE – APPROVED.
- 14.8 Planning application 17/01904/MFUL & 17/01905/LBC Blackborough House. (i) Note of additional information (via MDDC in April 2020), no further comments were submitted on behalf of the Parish Council. (ii) Email received for the attention of the Parish Council from the developer.
- 14.9 Tree stump on Rectory Rd reported to Highways.
- 15. **Correspondence:** Correspondence received from parishioner regarding cutting of vegetation – to agree on a response.
- 15.1 To note other correspondence received: CPRE Countryside Voices. Councillor Advocate Scheme invite (Office of the Police and Crime Commissioner). MDDC Playing Pitch Strategy questionnaire – completed and returned by Chairman and Vice-Chairman.
- 16. Review of Clerk’s salary and expenses: The Chairman.
- 17. **Items for information, future agenda items, and future meetings:** The Annual Parish meeting and the Annual Parish Council Meeting have been cancelled, and the next Full Council Meeting will be arranged when required - details will be on the website.