

## KENTISBEARE PARISH COUNCIL

Email: [info@kentisbeare.net](mailto:info@kentisbeare.net)

Chairman: Jonathan Wadsworth. Tel: 01884 266426 Clerk: Melanie Shore-Quinain. Tel: 01884 266502

**Notice of the Annual Meeting of the Parish Council to be held on 4<sup>th</sup> May 2016 in Kentisbeare Village Hall. The meeting will follow the Annual Parish Meeting at 7.30pm.** Members of the Public are invited to attend and may address the Council in Public Question Time.

**Public Question Time.** *Parishioners are reminded that, at the discretion of the Chairman, 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 attend the above meeting of the Parish Council for the purpose of transacting the following business:

**1. Election of Officers:**

- 1.1 Chairman.
- 1.2 Chairman to sign a Declaration of Acceptance of Office form.
- 1.3 Vice Chairman.

2. Apologies: Cllrs. Miss D Jackson and Mrs W Reed.

3. Declarations of interest.

**4. To Make Appointments to the:**

- 4.1 Planning committee.
- 4.2 Finance committee.
- 4.3 Footpath advisory committee.
- 4.4 Playing field advisory committee.
- 4.5 Highways advisory committee.
- 4.6 Website advisory committee.
- 4.7 Personnel committee and to confirm the details of the personnel committee.

**5. Appointment of Representatives to the:**

- 5.1 Village Hall Committee.
- 5.2 Blackdown Hills Rural Partnership & Parishes Network.

6. To confirm the minutes of the Parish Council meeting held on 05/04/16 as a true record of the meeting.

**7. Planning.**

7.1 Applications to be considered by the Parish Council.

-16/00498/HOUSE Prospect House, Kentisbeare. Erection of detached garage.

7.2. Results of applications from Mid Devon District Council. Permission granted for the following:

-16/00184/HOUSE Wressing Cottage. Erection of garage and re-location of fuel tank *and* 16/00186/LBC *for same* with internal alterations.

-16/00192/FULL Green Acres, Horn Road, Kentisbeare. Erection of two storey and single storey extension and alterations including erection of veranda at rear and erection of stable block/tack room and stores.

-16/00167/LBC Croyle House, Kentisbeare. Listed Building Consent for the installation of guttering and downpipes to existing porch.

-Goodiford Barn, Kentisbeare: 16/00236/HOUSE Erection of a greenhouse and a potting shed *and* 16/00237/FULL Erection of an agricultural store.

- 7.2(cont)** -16/00251/CLU Certificate of Lawfulness for the continued use of “The Annexe” as a separate dwelling for a period in excess of 10 years. Country House (The Annexe), Fore Street.  
*For Information only- The following application has been withdrawn: 16/00381/CLP- CLP for proposed use or operation. Western Cottage Blackborough. Certificate of Lawfulness for the proposed erection of an extension to existing lean-to and increase in roof pitch over lean-to.*
- 7.3** Any other planning matters.
- 8. Highways.**
- 8.1** To report on work carried out to receive reports on repairs that are needed.
- 8.2** Any other highway matters.
- 9. Kentisbeare Village Hall.** Report from Cllr. Mrs Broom.
- 10. Finance.**
- 10.1** Credits to Kentisbeare Parish Council LTSB account and bank balance as at 19/04/16.
- 10.2** To resolve to make the following payments:
- Chq 0025 DALC, Good Councillors Guide publication.
  - Chq 0026 Mrs M Shore-Quinain, Clerk’s salary.
  - Chq 0027 Mrs M Shore-Quinain, expenses.
  - Chq 0028 Blackborough Village Hall. Grant re: Tap Fund 2015/16 (ref: 06/01/16 (e)).
  - Chq 0029 K J Thulborn, grass cutting.
  - Chq 0030 Mrs M L Thorne, website management.
  - Chq 0031 Community First: Zurich Municipal Insurance Policy Renewal .
- 10.3** To sign cheques and invoices.
- 10.4** Audit: To agree Section 1 - The Annual Governance Statement 2015/16.
- 10.5** Audit: To agree the unaudited accounts for 2015/16; subject to a review by the Internal Auditor.
- 10.6** Audit: To agree Section 2 - The Accounting Statements for 2015/16.
- 10.7** Declaration of Statement of Published Accounts for the year end 31/3/16.
- 10.8** Contract for maintenance of the playing field 2016-17. Quotation received from K J Thulborn.
- 10.9** Tap Fund 2016-17.
- 10.10** Celebrations to be held in Kentisbeare to mark the Queen’s 90<sup>th</sup> birthday. To consider a financial contribution.
- 10.11** Nest Pension Scheme. The Clerk.
- 10.12** Any other financial matters to be noted.
- 11.** Annual Review of Risk Assessment Management.
- 12. Reports:**
- 12.1** The Clerk.
- 12.2** The Chairman.
- 12.3** Playing Field.
- 12.4** Police Report.
- 12.5** The Parish Paths. Annual Clifford Pike Memorial Walk.
- 12.6** Devon County Cllr. Mr J Berry.
- 12.7** District Cllr. Mrs R Berry.
- 12.8** Any other reports.
- 13.** To resolve to be a member of the Devon Community Resilience Forum and to try and benefit from Flooding grants as and when they are available. Cllr. Southall.
- 14.** Correspondence. Healthwatch Voices.
- 15.** Items for information and future agenda items.
- 16.** Dates of future meetings of the Parish Council. 07/06/16.

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**Annual Parish Council Meeting – Wednesday 4<sup>th</sup> May 2016  
In Kentisbeare Village Hall at 7.30PM**

**ADDENDUM TO AGENDA**

**Item 10.2 Finance (*the following item is to be added to the finance section*):**

Cheque no: 0032 SMA Services Ltd, payroll for April.

*Melanie Shore-Quinain, Clerk for Kentisbeare Parish Council. 12 Manor Close, Kentisbeare.*