

KENTISBEARE PARISH COUNCIL

Website: www.info@kentisbeare.net

Chairman: Queenie Broom.

Clerk: Melanie Shore-Quinain.

Email: queenie@kentisbeare.net

Email: info@kentisbeare.net

Notice of the annual meeting of the Parish Council – to be held remotely via Zoom on Tuesday 4th May 2021 at 7pm.

Members of the Public are invited to attend remotely (see below for access details), and may address the Council at the start of the meeting. Please refer to the [Remote Meeting Protocol Policy](#) - 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.

Join Zoom Meeting

<https://zoom.us/j/98760367911?pwd=cElsa0ZRLy9BU1dCQ1Z6cDNSYTd1Zz09>

Meeting ID: 987 6036 7911

Passcode: 410175

One tap mobile

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Find your local number: <https://zoom.us/u/abFQxbw2p4>

Public Question Time: At the discretion of the Chairman, the democratic period is limited to 15 minutes, and individuals may be limited to 2 minutes. No decision can be taken on issues raised within Public Question Time unless the matter is already an item on the agenda.

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. Election of Officers:

1.1 Chairman.

1.2 Arrangements to be made for the Chairman to sign a Declaration of Acceptance of Office form at a later date.

1.3 Vice Chairman.

2. Apologies.

2.1 Declarations of interest.

3. Confirmation of representatives to the following advisory/working groups:

3.1 Planning.

3.2 Finance.

3.3 Footpaths – the Parish Paths and Silver Wood.

3.4 Playing field.

3.5 Highways.

3.6 Website.

Confirmation of representatives to the following advisory/working groups continued:

- 3.6 History.
- 3.7 Personnel.

4. Appointment/confirmation of representatives to the:

- 4.1 Village Hall Committee.
- 4.2 Blackdown Hills Parishes Network & AONB Partnership.
- 4.3 Culm Garden Village: (i) Delivery Board (ii) Stakeholder Forum.
- 4.4 Connecting the Culm.

- 5. Covid-19 Community Group.

6. Approval of Minutes: of the Parish Council meeting held on 06/04/21.

- 7. Matters Arising.

8. Planning & Planning Correspondence

8.1 Applications to be considered by the Parish Council:

[21/00710/MFUL](#) Extension of existing business park and erection of 2 industrial buildings Class B2 (2395sqm). Land at NGR 305748 107208 Post Cross Business Park, Kentisbeare.

[21/00643/HOUSE](#) Erection of two-storey rear extension and front porch. 6 Parsons Close, Kentisbeare. EX15 2BN.

[21/00764/HOUSE](#) Erection of single storey side extensions and installation of dormer windows to rear. Moorlands, Kentisbeare. EX15 2BP.

[21/00758/LBC](#) Listed Building Consent for installation of 5 replacement windows and installation of a velux window. Croyle House, Kentisbeare. EX15 2AP.

8.2 Results of applications from Mid Devon District Council and information:

[-21/00608/CAT](#) Notification of intention to fell 1 Horse Chestnut trees within the Conservation Area. 2 Silver Street, Kentisbeare. EX15 2BH. Approved.

[-21/00521/CAT](#) Notification of intention to fell 1 Cherry tree within the Conservation Area. Apple Garth, Priest Hill, Kentisbeare. EX15 2BG. Approved.

[-21/00363/HOUSE](#) Installation of a 5 panel solar PV system to the South West facing roof of garage. Wressing Cottage, Kentisbeare. EX15 2AR. Approved.

- 8.3 Culm Garden Village.

- 8.4 Any other planning matters.

9. Highways - to report on work carried out, to receive reports on repairs that are needed & any other matters.

10. Finance.

- 10.1 To note the bank balance as at the last statement and to report any credits received and direct debits taken.

10.2 To approve payments:

-Chq 001835	£ tbc	Clerk. Salary and expenses.
-Chq 001836	£ tbc	Website and e-newsletter monthly payment.
-Chq 001837	£ 50.00	Devon Communities Together. Membership renewal.
-Chq 001838	£ 9.77	SMA Services Ltd. Payroll provider.
-Chq 001839	£ 42.00	Project Cosmic. Domain name renewal.
-Chq 001840	£ 40.00	Allotment rental.
-Chq 001841	£ tbc	Countrywide Grounds Maintenance. Grass contract.
-Chq 001842	£ tbc	T J McCabe. Replacement of fencing at Eel Pool.

10.3 Annual Grants:

-Chq 001843	£2000.00	Blackborough Village Hall.
-Chq 001844	£ 800.00	Sainthill Baptist Church - £500 youth club grant and £300 churchyard grant.
-Chq 001844	£1500.00	St. Mary's PCC Kentisbeare. Churchyard Grant
-Chq 001845	£ 300.00	Blackborough PCC. Churchyard Grant

- 10.4 To note the DALC membership fee for 2021/22 - £214.53.

- 10.5 Parish Council Insurance Renewal.

Finance continued:

10.6 Annual Governance & Accountability Return (AGAR) & Audit 2020/21.

10.6.1 Internal audit – to note the internal audit report and approve implementation of any findings.

10.6.2 Section 1 – To approve The Annual Governance Statement 2020/21.

10.6.2 Section 2 - The Accounting Statements for 2020/21. (i) To consider the Accounting Statements. (ii) To approve the the Accounting Statements. (iii) To arrange signature of the approved Accounting Statements.

10.7 Any other financial matters to be noted.

11. Reports – any reports may be taken here.

12. Playing Field – update on cycle track project.

13. Parish Council Meetings from 07/05/21.

14. Review of Scheme of Delegation.

15. Consultations/Surveys.

15.1 [Community Risk Management Plan for Devon and Somerset Fire and Rescue Service.](#)

16. Correspondence: CPRE – Countryside Voices and 2021 Members' Guide to attractions, gardens, houses & museums.

17. Items for information, future agenda items and future meetings.