

LAPFORD PARISH COUNCIL

Notice of Meeting of the Parish Council

Dear Councillors

I hereby give notice that a meeting of Lapford Parish Council will be held on Tuesday 14 July 2020 at 7:30 pm.

This will be a virtual meeting using the Zoom meeting platform. The details for accessing the meeting are:

Join Zoom Meeting

<https://zoom.us/j/3083042933?pwd=T1IKaDQ5d1NoUXJyRFFtVHkwSHpUdz09>

Meeting ID: 308 304 2933

Password: 423211

One tap mobile

+442034815240,,3083042933#,,,0#,,423211# United Kingdom

+442039017895,,3083042933#,,,0#,,423211# United Kingdom

Dial by your location

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

Meeting ID: 308 304 2933

Password: 423211

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

All members of the Council are hereby summoned to attend for the purpose of transacting the following business.

Juliet Cross

Dr Juliet Cross, Clerk to Lapford Parish Council
28 Four Ways Drive, Chulmleigh, EX18 7AZ
Email: lapfordpc@live.co.uk

Date of issue: 9 July 2020

AGENDA

1. APOLOGIES FOR ABSENCE	Chair
To receive any apologies and agree reasons for absence.	
2. DECLARATION OF INTERESTS	Chair
To note any declarations of interest under the Code of Conduct.	
2.1	Register of Interests – Councillors are reminded of the need to update their register of interests.
2.2	Personal Interests – Councillors must declare any personal interest in items on the agenda and their nature.
2.3	Disclosable Pecuniary Interests – Councillors must declare any disclosable pecuniary interest in items on the agenda and their nature. Councillors with a prejudicial interest must leave the meeting for the relevant item.
2.4	Dispensations – To receive requests for dispensations from Councillors on matters in which they have a Disclosable Pecuniary Interest.

3. PUBLIC PARTICIPATION SESSION

Chair

Members of the public are invited to make representations. Each member of the public is entitled to speak once only and shall not speak for more than three minutes. The session shall not exceed 20 minutes.

As the Council meeting is being held remotely via Zoom, members of the public who wish to speak or ask a question should email their full name and, where appropriate, their question to lapfordpc@live.co.uk **by no later than 12 noon on the day before the meeting**. This will help to ensure that the meeting runs as smoothly as possible.

Standing Orders will be suspended

4. COUNTY AND DISTRICT COUNCILLORS' REPORTS

To receive a verbal report for information.

4.1 Devon County Council

Cllr Squires

4.2 Mid Devon District Council

Cllr Eginton

5. LOCAL ORGANISATIONS' REPORTS

To receive a verbal report from members of the management committees of local organisations for information.

5.1 Lapford Church Green Trustees

Cllr B-Evans

5.2 Heart for Lapford Strategy Group

Cllr Hassett

5.3 Heart of Lapford Development Board

Cllr Hemsworth

5.4 Wallingbrook Patient Participation Group

Cllr Doe

The meeting will reconvene under Standing Orders

6. CONFIRMATION OF THE MINUTES

Chair

To resolve to approve the draft minutes of the Council Meeting held on 3 March 2020 as a correct record and to note the action grid (Annex 6).

Break in procedures for Chair to sign the approved minutes

7. COUNCIL ADVISORY GROUPS

To receive an update of the following advisory group meetings and to resolve whether to adopt any recommendations.

7.1 Lapford Emergency Action Plan Committee

Cllr B-Evans

7.2 Regeneration Committee

Cllr Hemsworth

8. PLANNING MATTERS

Cllr Heal

8.1 Planning Applications List – The following planning applications were received for consideration: None received.

Item	Ref	Description

8.1.1	20/00802 HOUSE	Conversion of store to study, erection of single storey rear extension, repositioning of oil tank and new external boiler The Old Forge Lapford Crediton Devon EX17 6PZ

8.2 Planning Applications received after the agenda was issued – To consider any planning applications received after the publication of the agenda.

8.3 Mid Devon District Council Planning Decisions – The following planning decisions were received to note:

Item	Ref	Description	Decision

8.3.1	20/00097 FULL	Change of use from hair & beauty salon to single dwelling (C3) Hair and Beauty Clinic Blossom Court Lapford Crediton Devon EX17 6AE	Approved with S106 agreement

8.3.2	20/00139 HOUSE	Erection of a two storey extension Ebenezer Cottage Lapford Crediton Devon EX17 6PZ	Approved

8.3.3	20/00392 HOUSE	Erection of double garage Ardea House Lapford Crediton Devon EX17 6P	Approved with conditions

8.3.4	20/00493 HOUSE	Erection of single storey rear extension, conversion of garage to workshop and addition of cladding to side and rear elevations Ardea House Lapford Crediton Devon EX17 6PU	Approved

8.3.5	20/00572	Erection of an orangery The Grange Lapford Crediton Devon	Approved with conditions
	HOUSE	EX17 6LX	
8.3.6	20/00573	Listed Building Consent for the erection of an orangery	Approved with conditions
	LBC	The Grange Lapford Crediton Devon EX17 6LX	

9. FINANCIAL MATTERS

9.1	Receipts and account balances – To receive and note the list of receipts and the bank account balances as on the list available at the meeting (Annex 9.1).	Chair
9.2	Payments – To resolve to approve the list of payments to be made as on the list available at the meeting (Annex 9.2).	Chair
9.3	Training and Development – To resolve to approve attendance at training and development events (Annex 9.3).	Chair
9.4	Due Payments List 2020/21 – To resolve to approve the Due Payments List (Annex 9.4)	Chair
9.5	Grass cutting – To resolve to approve the continuation of the current grass cutting arrangements at an annual cost of £600.	Chair
9.6	Annual Accounts 2019/20 – To receive an update report on the arrangements for the annual accounts.	Clerk
9.7	Internal audit – To approve the internal auditor for the Annual Accounts 2019/20.	Chair

10. COUNCILLOR VACANCY

To receive a verbal update report on the current vacancy.

Clerk

11. PARISH PATHS PARTNERSHIP CO-ORDINATOR

To resolve to approve Mrs Clinch to act as the Parish Paths Partnership Co-Ordinator on behalf of the Parish Council.

Chair

12. AMENDMENT TO STANDING ORDERS

To resolve to adopt supplementary Standing Orders to meet the statutory requirements for holding remote meetings and this lasts until 7 May 2021 or until the repeal of the legislation, whichever is the earlier (Annex 12).

Clerk

13. REMOTE MEETING PROTOCOL

To consider and resolve to adopt the draft Remote Meeting Protocol (Annex 13).

Clerk

14. SCHEME OF DELEGATION

To consider and resolve to adopt the draft Scheme of Delegation (Annex 14).

Clerk

15. RISK REGISTER 2020/21

To consider and resolve to approve the updated Risk Register (Annex 15).

Clerk

16. ORCHARD WAY CAR PARK FENCE

To consider what options are available for the fence between the car park and Lower Town Place and to resolve to action any matters arising as appropriate.

Chair

17. VILLAGE WEBSITE

To receive an update report on the development of the village website and to resolve to action any matters arising as appropriate.

Chair

18. CORRESPONDENCE AND NOTICES RECEIVED

To note the correspondence received for circulation and to resolve to action any matters arising as appropriate (Annex 18).

Chair

19. MATTERS RAISED BY THE CHAIR

To note and consider items received after the publication of the agenda and to resolve to action any matters arising as appropriate.

Chair

20. COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS

Chair

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.

21. DATE OF NEXT MEETING

Chair

To note the date of the next meeting.

22. EXCLUSION OF PRESS AND PUBLIC

Chair

To resolve that under section 1(2) of The Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of items of business if publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted as it involves the likely disclosure of personnel, commercially sensitive or legal matters.

23. CLOSE OF MEETING

Chair