

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 22 September 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=T1lKaDQ5d1NoUXJyRFFtVHkwSHpUdz09>

Meeting ID: 308 304 2933

Passcode: 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

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: 17 September 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 25 August 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.

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:

8.3.1 20/00802 Conversion of store to study, erection of single storey rear extension, installation of replacement windows and repositioning of oil tank and new external boiler The Old Forge Lapford Crediton Devon EX17 6P

Permitted with conditions

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 Poppy wreath – To resolve to approve the cost of £30 for a wreath for Remembrance Sunday.

Chair

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| 9.4 | BT Broadband contract – To consider the options available and to resolve to approve any matters arising as appropriate. | Clerk |
| 10. | COUNCILLOR VACANCY
To receive a verbal update report on the current vacancies. | Clerk |
| 11. | ANNUAL ACCOUNTS 2019/20
To resolve to approve the accounts for the year ending 2019/20 (Annex 11). | Clerk |
| 12. | ANNUAL GOVERNANCE ACCOUNTABILITY RETURN 2019/20
12.1 Annual Governance Statement 2019/20 – To resolve to approve Section 1 - The Annual Governance Statement (Annex 12.1).
12.2 Accounting Statements 2019/20 – To consider and to resolve to approve Section 2 – The Accounting Statements 2019/20 and to ensure the Accounting Statements are signed by the Chair (Annex 12.2). | Clerk |
| 13. | COMMUNITY VENUES AND TRACK AND TRACE
To receive a verbal update on the new guidance about the collecting the details of staff, customer and visitors who visit public venues, for the purpose of supporting the NHS Test and Trace app. | Clerk |
| 14. | PROVISION OF ADDITIONAL BURIAL SPACE
To consider the proposals for additional burial space submitted by St Thomas' Parochial Church Council. | Chair |
| 15. | WEBSITE ACCESSIBILITY
To receive a report on the Council's progress towards compliance with the Website Accessibility Requirements costings and to resolve to action any matters arising as appropriate (Annex 15). | Clerk |
| 16. | CORRESPONDENCE AND NOTICES RECEIVED
To note the correspondence received for circulation and to resolve to action any matters arising as appropriate (Annex 16). | Chair |
| 17. | 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 |
| 18. | COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS
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. | Chair |
| 19. | DATE OF NEXT MEETING
To note the date of the next meeting. | Chair |
| 20. | EXCLUSION OF PRESS AND PUBLIC
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. | Chair |
| 21. | CLOSE OF MEETING | Chair |