

# LAPFORD PARISH COUNCIL

## Notice of Meeting of the Parish Council

3<sup>rd</sup> February 2021

Dear Councillors

I hereby give notice that a meeting of Lapford Parish Council will be held on Tuesday February 9<sup>th</sup> 2021 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

Meeting ID: 993 0438 4590

Passcode: 004376

<https://zoom.us/j/94636458595?pwd=c0ZrbWFoTmtzNC9ENS9jUmNMSHA2QT09>

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

*In Hemsworth*

Chair, Lapford Parish Council  
Argosy, Lapford, Crediton, Devon EX17 6PX  
Email: [lapfordpc@live.co.uk](mailto:lapfordpc@live.co.uk)

Date of issue 3<sup>rd</sup> February 2021

## AGENDA

### 1. APOLOGIES FOR ABSENCE

To receive any apologies and agree reasons for absence.

Chair

### 2. DECLARATION OF INTERESTS

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.

Chair

### 3. PUBLIC PARTICIPATION SESSION

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](mailto: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.

Chair

***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 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

Mr B Graham

***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 12<sup>th</sup> January 2021 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. Planning Applications List –  
Ref: 20/02109/LBC Challice Gate and Honey Cottages  
(held over from the last meeting)

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

**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 To consider a request from the Chair of LYPFT for a grant to cover the cost of insurance for the Playing Field. (£186.20)

10. 10.1 To confirm the appointment of a new Parish Footpaths Co-ordinator and to thank the outgoing Co-ordinator; and to confirm that the annual Footpaths maintenance grant has been applied for.
11. **ANNUAL ACCOUNTS 2019/20** Chair  
To resolve to approve the accounts for the year ending 2019/20 (Annex 11).
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). Chair
- 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).
13. **Website**
- To receive any updates on progress with the village website and to resolve to action any matters arising as appropriate. Chair
14. **CORRESPONDENCE AND NOTICES RECEIVED** Chair  
To note the correspondence received for circulation and to resolve to action any matters arising as appropriate
15. **MATTERS RAISED BY THE CHAIR** Chair  
To note and consider items received after the publication of the agenda and to resolve to action any matters arising as appropriate.
16. **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.
17. **DATE OF NEXT MEETING** Chair  
To note the date of the next meeting at 7:30 pm via Zoom. *(To be confirmed)* The deadline for agenda items is midday on the Friday two weeks preceding the meeting.
18. **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.
19. **CLOSE OF MEETING**