

# **Annual Meeting of the Parish**

## **7pm on Tuesday 21 May 2019, Morebath Village Hall**

**Members of the Public are Welcome**

1. Apologies for absence
2. Minutes of the last meeting held 15 May 2018
3. Matters arising from the minutes of 15 May 2018
4. Chairman's Report for 2018/19
5. Parish Council financial report 2018/19
6. Other matters raised by those present

Followed by:

## **Annual Meeting of Morebath Parish Council**

### **7.30pm on Tuesday 21 May 2019, Morebath Village Hall**

MEMBERS: Cllr Tony Conway (\*),  
Cllr Peggy Reed (\*) Cllr John Wescott (\*)

All members are summoned.

Clerk: Sue Squire

#### **Invited**

<b>Cllr Polly Colthorpe</b>	-	County & District Council Representative
<b>Cllr Ray Stanley</b>	-	District Council Representative
<b>Cllr Andrew Moore</b>	-	District Council Representative

Members of the public are also invited to attend and have the opportunity to speak in item 13 only

#### **AGENDA**

1. Members to bring their completed Register of Members Interests forms for 2019/20 and Declaration of Acceptance of Office forms.

#### **Election of Chairman**

2. Election of Chairman of the Council
3. Chairman to read and sign Declaration of Acceptance of Office

#### **Apologies and Declaration of interests**

4. Apologies
5. Declarations of interest
6. Dispensations to councillors

#### **Annual Agreements.**

7. Personnel. It is proposed that all matters are dealt with by full Council
8. Councillors remuneration.

- 8.1 It is proposed that Councillors should claim reasonable expenses for attending training but not for attending meetings
- 8.2 It is proposed that councillors receive no expenses for carrying out their duties

### **Annual Review of Governance and Accounts**

8. Annual review of matters in accordance with Council Standing Orders and Financial Regulations:

- 8.1 Review Standing Orders and Financial Regulations.
- 8.2 Councillors to confirm they have copies of the Code of Conduct, Standing Orders and Financial Regulations
- 8.3 To confirm subscriptions to the following bodies: Devon Association of Local Councils

#### In Supplementary Information 1

- ⇒ To review and approve the council's complaints procedure
- ⇒ To review and approve the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
- ⇒ To review and approve the council's policy for dealing with the press/media

#### In Supplementary Information 2

- ⇒ To review of the Council's inventory of assets
- ⇒ To confirm arrangements for insurance cover in respect of all insured risks  
Information

#### In Supplementary Information 3

- ⇒ To review the risk assessment for the council and approve any mitigating actions required.

#### In Supplementary Information 4

- ⇒ To consider and approve the council's Equality Policy
- ⇒ To consider and approve the council's Grant Giving Policy
- ⇒ To consider and approve the council's Safeguarding Policy

9. To approve the accounts for the year ended 31 March 2019

10. To approve the 2019 Statement of Internal Control

### **2019 Annual Return**

11. Annual Governance Statement 2018/19: To approve and sign the Annual Governance Statement

12. Accounting Statement 2018/19: to consider, approve and sign the Accounting Statement

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### **General Council Business**

13. Open Forum – members of the public, and councillors with an interest have the opportunity to address the meeting (limiting their contribution to 3 minutes)

14. Minutes of the meetings held on 19 March 2019

15. Reports

- |      |                     |           |
|------|---------------------|-----------|
| 15.1 | County Councillor   | (PC)      |
| 15.2 | District Councillor | (RS) (AM) |
| 15.3 | Police              | (PCSO)    |

## 16. Planning.

16.1 To consider the following Application: **19/00532/FULL – Variation of Conditions 2 & 7 of Planning Permission 17/01292/FULL – to allow for the repositioning and reduction in size of the new dwellings at Veltham Barn, Morebath.** (Revised drawings)

### 16.2 Planning Correspondence.

Planning Applications considered between meetings:

- 19/00532/FULL - Variation of Conditions 2 & 7 of Planning Permission 17/01292/FULL – to allow for the repositioning and reduction in size of the new dwellings at Veltham Barn, Morebath. Reply submitted: No comments.
- 19/00514/FULL – Retention of extension to an agricultural storage building adjacent Moor Farm, Morebath. Reply submitted: No comments.

16.3 Notification of Planning Appeal in respect of Application 18/01598/FULL – Erection of a self supporting tree house, replacement of existing summer house with cabin on stilts and change of use of existing shed site/adjoining garden for the siting of one cabin all for holiday use – Whitehall Farm Gardens, Morebath.

Comments, modification or withdrawal of previous representations must be received by the Planning Inspectorate by 14 June 2019.

## 17. Finances 2018/19 (Clerk)

### 17.1 Current financial position

### 17.2 Agree the allocation of reserves from the budget

17.3 Clerks salary: The 2019 NALC pay scales are due to be published later this year, payable from 1 April 2019.

### 17.4 Payments to approve:

- |   |  |
|---|--|
| • Mrs S Squire salary / HMRC                      | £254.25                                    |
| • Mrs S Squire expenses                           | £17.70                                     |
| • DALC 2019/120 subscription                      | £78.95                                     |
| • Community First Insurance Renewal due on 1/6/19 | £336.85 (one year) or<br>£319.59 (3 years) |

## 18. Correspondence.

18.1 MDDC. Email regarding support for s106 funding for Morebath Cricket Club.

18.2 MDDC – Email in response to representations regarding website training and payments by cheque

## 19. Other items for noting only:

19.1 MDDC Grass Cutting details

20. Next meeting: **Tuesday 16 July 2019, 8pm**

Sue Squire (Clerk) Dated: 15 May 2019

(\*) Bank Mandate Signature

