

PARKHAM PARISH COUNCIL.

PARISH CLERK: MRS SUE SQUIRE, HAXLEA, 2 THREEWAYS, BRATTON FLEMING,
BARNSTAPLE, DEVON. EX31 4TG.

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TO ALL COUNCILLORS:

You are hereby summoned to a Parish Council Meeting on **Monday, 25 January 2016 in the Allardice Hall at 7.30pm.** The Agenda is detailed below. Sue Squire, Parish Clerk. 18 January 2016

No.	Item
1.	Representations from the Public. <i>Members of the public are reminded that in line with North Devon Council Meetings, a maximum of 3 minutes will be allowed to speak.</i>
2.	Co-option of Parish Councillors. Two vacancies remain on the Parish Council. A letter has been received requesting co-option to fill one of the vacancies.
3.	Apologies.
4.	Declarations of Interest.
5.	Approval of the Minutes of the Meeting held on 7 December 2015.
6.	Reports. 6.1 Police. An email has been received and circulated to Councillors from PCSO J McGovern advising there is a slight and temporary change to his role for six months. He has been attached to a Policing Department that has a base at HQ Exeter but he will still be working out of North Devon & Torridge. He will still be in regular contract with his colleague and other area PCSO Liz Rendle. He will be returning fully to his role in July. 6.2 County Councillor R Julian 6.3 District Councillor Mrs A Boyle. Next Meeting of Parish Locality Group was on 13/01/16. 6.4 Planning Sub Committee. To receive a Report of Meetings in connection with the proposed development on the site of the former Penhaven Hotel.
7.	Planning and Planning Correspondence. 7.1 Planning Applications: To consider the following Applications: <ul style="list-style-type: none">• 1/1216/2015/OUTM – Conversion of former hotel site & erection of dwellings to create up to 21 no. dwellings (including affordable housing) & associated works – Penhaven Estates Limited, Penhaven Country House, Parkham.• 1/1156/2016/OUT – Four bungalows including 1 affordable – land at Chapel Road, Parkham.• 1/1308/2015/LBC – Change of use from barn to residential dwelling (affecting a public right of way) – Brittons Farm, Parkham. 7.2 Planning Correspondence. At the time of preparing the Agenda, there was no Planning Correspondence to consider. Any other Planning Correspondence after the Agenda has been sent.
8.	Matters Arising. 8.1 Defibrillator. Councillor Bridger to advise the up to date position. To note that a cheque for £2,000 for the defibrillator has been received from Mr J Tucker and a letter of thanks sent. 8.2 Emergency Advice. To note that the Clerk has reminded TDC for a copy of its emergency advice. 8.3 Lemon Jelly Youth Work. To note a letter from Mr C Turner giving more details of the work undertaken in response to the Parish Council's further enquiries. This has been circulated to Councillors. A letter of support for the Group has been received from a young person who attends.

	<p>8.4 Footpath at Horns Cross. Councillor Slee to advise the present position.</p> <p>8.5 Potholes in Acre Road. These had again been reported to DCC Highways.</p>																																				
9.	<p>Finance.</p> <p>9.1 Balances. To be tabled at the Meeting. Budgetary figures will be tabled.</p> <p>9.2 To authorise the following payments:</p> <table> <tr> <td>Mrs S Squire</td> <td>Salary</td> <td>£235.26</td> <td></td> </tr> <tr> <td></td> <td>Contribution towards Broadband</td> <td>£ 1.50</td> <td></td> </tr> <tr> <td></td> <td>Photocopying</td> <td>£ 14.80</td> <td></td> </tr> <tr> <td></td> <td>Mileage</td> <td>£ 10.00</td> <td></td> </tr> <tr> <td></td> <td>Postage (24 x 1st class 63p)</td> <td>£ 15.12</td> <td></td> </tr> <tr> <td></td> <td>Stationery (shared expenses for envelopes)</td> <td>£ 3.79</td> <td>£280.47</td> </tr> <tr> <td>HMRC</td> <td>PAYE</td> <td></td> <td>£ 58.80</td> </tr> <tr> <td>Parkham Allardice Hall</td> <td>Hire of Hall for 7/12/15</td> <td></td> <td>£ 11.92</td> </tr> <tr> <td>South & West Internal Audit</td> <td>Internal Audit fee for 2014/15</td> <td></td> <td>£125.00</td> </tr> </table> <p>9.3 Online Banking on a 'view only' basis. Confirmation has not yet been received that the Bank has organised this facility.</p> <p>9.4 High Interest Bond. To note this has been reinvested for 6 months, expiring on 11/06/15.</p> <p>9.5 New Village Sign in Parkham Square. To note that the sum of £600.00 has been transferred from District Councillor Mrs A Boyle's Funding Allocation to the Allardice Hall (TDC cannot give directly to Parish Councils) and that the Allardice Hall has sent a cheque to the Parish Council which has been credited to the Bank Account. To make arrangements for a new sign to be made.</p> <p>9.6 2016/17 Precept Form for completion and return to TDC.</p>	Mrs S Squire	Salary	£235.26			Contribution towards Broadband	£ 1.50			Photocopying	£ 14.80			Mileage	£ 10.00			Postage (24 x 1 st class 63p)	£ 15.12			Stationery (shared expenses for envelopes)	£ 3.79	£280.47	HMRC	PAYE		£ 58.80	Parkham Allardice Hall	Hire of Hall for 7/12/15		£ 11.92	South & West Internal Audit	Internal Audit fee for 2014/15		£125.00
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10.	<p>Compliance. Councillors will be sent the following documents separately to study with a view to re-adopting: Standing Orders; Financial Regulations, Grant Giving Policy; Freedom of Information Act Publication Scheme; Equal Opportunity Policy; Complaints Procedure; Safeguarding Policy; Protocol for filming & recording at Meetings. New for 2016: General Risk Assessment.</p>																																				
11.	<p>Meetings attended by Councillors / Clerk.</p>																																				
12.	<p>Correspondence & Notices / Publications Received (these will be placed on the table & available to read).</p> <p>12.1 Mr and Mrs T Cathcart. Email of thanks for the lovely engraved bowl and evening meal.</p> <p>12.2 Next Generation Self Build. Email and poster for display giving details. The Company is actively looking for suitable sites for either individual or groups of PassivHaus Self Build. The properties will range from affordable starter homes to high end bespoke.</p> <p>12.3 HM Lord Lieutenant of Devon. Email regarding celebrations to mark HM The Queen's 90th birthday. Further correspondence received giving details of how to take part in The Queen's 90th Birthday Beacons on Thursday, 21/4/16/</p> <p>12.4 Northern Devon Healthcare NHS Trust. Letter, previously circulated to Councillors, regarding service pressures at Bideford and Ilfracombe Minor Injury Units.</p> <p>12.5 St James' PCC. Letter regarding helping refugees who are homeless and needing help.</p>																																				
13.	<p>Urgent items raised by the Chairman.</p>																																				
14.	<p>Matters raised by Councillors / Clerk including Highway matters.</p> <p>14.1 Councillor Brooke. Village Green planting.</p>																																				
15.	<p>Date of next Meeting: Monday, 29 February 2016 in the Allardice Hall at 7.30pm.</p>																																				