

EAST WORLINGTON 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 **Tuesday, 26 November 2019 at 7.30pm in the Parish Hall** The Agenda is detailed below. Sue Squire, Parish Clerk. 22 November 2019

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 Councillor to fill the remaining vacant seat on the Parish Council. A letter of application has been received.
3.	Apologies.
4.	Declarations of Interest.
5.	Approval of the Minutes of the Parish Council meeting held on 24 September 2019 and the Planning Committee Meeting held on 21 October 2019.
6.	Reports. ⇒ 6.1 Chulmleigh Community College Academy Trust. ⇒ 6.2 County Councillor J Yabsley. ⇒ 6.3 District Councillor J Yabsley. ⇒ 6.4 Emergency Plan. Councillor Brown to confirm that he has drawn up a document as a plan. ⇒ 6.5 Parish Hall Committee. Councillor Risdon as the Parish Council's representative. ⇒ 6.6 Drainage Report. Councillors Brown and Miss Sturla. To note that DCC Neighbourhood Highway Manager has responded to the Drainage Report dated 22/10/19 and this will be advised. ⇒ 6.7 Website. Councillor Brown will give an update on the present position. ⇒ 6.9 Planning Advisory Group. Councillor Brown to report any details. ⇒ 6.10 Personnel Committee. Councillor Old is no longer a Member of this Committee. Councillor Brown to give the present position. ⇒ 6.11 Worly Olympics. Councillor Brown to give a report of the present position.
7.	Matters Arising. 7.1 Highways Issues. To receive an update on the situation around the Parish. 7.2 Road Warden Scheme. To note that the Parish Council is now part of the DCC Road Warden Scheme. To note that the Parish Council's insurers have confirmed that the revised wording of Clause 5.2 in the Agreement as it now reflects the cover provided to the Parish Council under the Public Liability section of DCC's Policy. To note that Councillor Brown is booked on a Chapter 8 training course on 14/2/20. To note that the cost of the course will be met by DCC. 7.3 Caravan at Tweenmoors. To note that a reminder has been sent to DCC for the present position, after being advised in an email of 19 September that a site visit would be undertaken in a few weeks.

	7.4 Storage of Parish Council Documents. The Clerk has made an inventory of the documents which is being circulated to Councillors separately. 7.5 Climate Emergency Network. To further consider this item which was deferred from the September meeting. The details have been re-sent to Councillors. In this connection, two emails have been received from DCC (forwarded to Councillors at the time), headed 'Devon Climate Emergency' and 'Devon Climate Emergency: Devon Carbon Plan process is launched – residents called on to give their ideas'.																					
8.	Planning & Planning Correspondence. At the time of preparing the Agenda, there was no Planning Applications or Planning Correspondence to consider.																					
9.	Finance. 9.1 Balances. To be circulated to Councillors ahead of the meeting together with budgetary figures to the end of October 2019. 9.2 To consider a request for a donation from the following: • South West Heritage Trust on behalf of the North Devon Record Office. The letter is being circulated separately to Councillors) • Worlington Parochial Church Council together with the latest set of accounts which is being circulated separately to Councillors. • Torridge, North, Mid & West Devon Citizens Advice together with the latest set of accounts which is being circulated separately to Councillors. 9.3 To approve and authorise the following payments: <table><tr><td>Mrs S Squire</td><td>Redacted under the DPA</td><td>Details will be shown to Councillors</td></tr><tr><td>HMRC</td><td>PAYE</td><td>£48.40</td></tr><tr><td>DALC</td><td>Two publications, as noted under Item 12.</td><td>£ 6.98</td></tr><tr><td>DALC</td><td>Fee for 'Being a Good Councillor' Short Course attended by Councillor Old</td><td>£36.00</td></tr></table> <table><tr><td>South West Heritage Trust</td><td>)</td><td>Subject to</td></tr><tr><td>Worlington Parochial Church Council</td><td>)</td><td>Item 9.2</td></tr><tr><td>Torridge, North, Mid & West Devon Citizens Advice</td><td>)</td><td>above</td></tr></table> 9.4 2019/20 Insurance. To note that acknowledgement has been received from Came and Company Local Council Insurance for the payment of £302.85 and confirmation that the Policy has been renewed for another year, ending on 30/9/20. 9.5 North Devon Council. To note that the second tranche of the 2019/20 Precept (£1,750.00), Parish Grant (£196.00) and Grant Assistance (£11.70), totaling £1,957.70 has been credited to the Treasurers Account. 9.6 2019 Audit. To note that this has been satisfactorily concluded with no issues raised. 9.7 To set the 2020/21 Budget and Precept. When the review of the Clerk's salary takes place, the meeting will go into Part II Confidential due to the personnel nature of the item. At that time, the Clerk and members of the public will leave the room while the item is discussed. No announcement regarding the decision will be made, with the details being handed to the Clerk.	Mrs S Squire	Redacted under the DPA	Details will be shown to Councillors	HMRC	PAYE	£48.40	DALC	Two publications, as noted under Item 12.	£ 6.98	DALC	Fee for 'Being a Good Councillor' Short Course attended by Councillor Old	£36.00	South West Heritage Trust	)	Subject to	Worlington Parochial Church Council	)	Item 9.2	Torridge, North, Mid & West Devon Citizens Advice	)	above
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10.	Correspondence & Notices / Publications Received (these will be placed on the table &																					

	available to read). 10.1 Came and Company, Parish Council's Insurers. To note that the relationship with Came and Company and the supply of their services to the Parish Council will now be governed by the Gallagher Terms of Business Agreement. 10.2 North Devon Council. Special Parish Forum Meeting on Tuesday, 3 December 2019. 10.3 Environment Agency. Email, circulated to Councillors, headed 'Water Challenges and Choices consultation is now live' – running to 24/4/20. 10.4 Transfer of land from the PCC to the Parish Council. The Diocese of Exeter has the paperwork ready for the transfer. To agree that the Parish Council pays all the costs involved on both sides. To make a decision regarding the terms of the Lease.
11.	Matters raised by Councillors/Clerk. 11.1 2020 Meetings. To agree the following: All on Tuesdays in the Parish Hall at 7.30pm: 28 January; 31 March; 26 May (Annual Parish Council Meeting); 28 July; 29 September; 24 November. No other items have been raised by Councillors.
12.	Training. Councillor Brown is booked to attend a 'Being a Good Employer' course on 23/1/20. As a result, two books were requested (The Good Councillor's Guide to Finance and Trnaspacency' and 'The Good Councillor's Guide to Neighbourhood Planning". Councillor Old had attended a 'Being a Good Councillor Short Course on 15/10/19.
13.	Matters raised at the discretion of the Chairman.
14.	Items for the next Agenda.
15.	Date of next meeting. Tuesday, 28 January in the Parish Hall at 7.30pm.