

East Worlington Parish Council

Clerk: 01837 83484 clerk@eastworlingtonpc.org.uk / www.eastworlingtonpc.org.uk

Notice is hereby given that a Parish Council Meeting will take place on Thursday 23 November 2023 at 7.30pm in the Parish Hall.

All Councillors are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder. Members of the public are welcome to attend.

AGENDA

1.11.23: Welcome (Chair)

Chair to open meeting and inform the meeting if a recording is being taken to assist in the preparation of the minutes, the recording will be deleted once the draft minutes are published.

2.11.23 Apologies for absence: (Chair)

Resolution to approve apologies (with reasons) made prior to the meeting.

3.11.23: Minutes of the Last Meeting. (Chair)

- a) Cllrs to consider the approval of Minutes of the Annual Council Meeting held on Thursday 20th July 2023.
- b) Cllrs to consider the approval of Minutes of the Extraordinary Council Meeting held on Thursday 2nd November 2023.
- c) Cllrs to consider the approval of Minutes of the Extraordinary Council Meeting held on Thursday 9th November 2023.
- d) Cllrs to consider the approval of Minutes of the Extraordinary Council Meeting held on Thursday 16th November 2023.

4.11.23 Declarations of Interest. (Chair)

Cllrs are invited to declare any interests they may have in items on this agenda, including the nature of the interest. Cllrs are reminded to keep their Register of Interests updated.

5.11.23: Public Speaking Time (max. 3minutes/person. Session time: 10 minutes).

The public are invited to speak on issues on this Agenda, raise issues for future consideration, other matters which the council has some control over. Members of the public may not speak during other items. Any items raised will not be discussed at this meeting but may be added to the next Agenda.

6.11.23: Report to & from Devon County & N.D District Cllrs (Max. 10 minutes)

*This is for reports between Cllrs rather than discussion points.

7.11.23: Reports to and from the Parish Road Warden relating to highways (Cllr Sturla).

- a) Verge ploughing
- b) Stocks of road salt
- c) Additional road salt bins
- d) Drain clearance

8.11.23: Planning Matters:

- a) Applications received since the last meeting:
 - i. [Planning application: 77698 - Council Services \(northdevon.gov.uk\)](http://northdevon.gov.uk) Full planning application. **EWPC responded to support application.** NDDC decision awaited.
 - ii. [Planning application: 77699 - Council Services \(northdevon.gov.uk\)](http://northdevon.gov.uk) Listed Building Consent. **EWPC responded to support application.** NDDC decision awaited.
 - iii. [Planning application: 77798 - Council Services \(northdevon.gov.uk\)](http://northdevon.gov.uk) Full planning application. **EWPC responded and raised no objection.** NDDC decision awaited.
 - iv. [Planning application: 77872 - Council Services \(northdevon.gov.uk\)](http://northdevon.gov.uk) East Worlington Parish Hall. Listed Building Consent for replacement of three windows. Consultation ends 30 November.

9.11.23 Council Documents & Policies & DALC Instruction (Chair / Cllr Good)

Cllrs to consider actions to update or include a range of policies including those related to HR matters. Discussion to include

- a) Review of guidance from DALC based on consultation with TOZER on how to manage long term absence.
- b) Sickness absence policy
- c) Performance improvement policies
- d) Access to Parish Council digital assets, individual passwords, cloud access, security
- e) Use of private email addresses

10.11.23 Current & New Business:

- a) Cllrs membership on Internal Committees & liaisons with external groups.
 - i. Worlington Relief in Need Charity – Vacant
 - ii. Employment Committee (min 3 Cllrs)
- b) Progress with land transfer (Chair/Cllr Smyth)
- c) War Memorial works (Cllr Smyth/Cllr Sturla)
- d) Parish magazine (Cllr Sturla)
- e) Parish Hall lease renewal (Chair)
- f) Defibrillator renewal (Cllr Pankhurst)
- g) Survey to establish community needs to inform future priorities / grant applications (Chair)
Discussion document circulated prior to meeting.
- h) Fostering greater collaboration between East Worlington community groups i.e. EWPC, PHC, PTFA, Parochial Church Council. (Chair) *Discussion document circulated prior to meeting.*

11.11.23: Finance (Clerk) Documents available at the meeting.

- a) To approve payments as presented at the meeting.
- b) 2nd Quarter budget report and any virements.
- c) To consider draft 24/25 budget.

12.11.23 Cllr/Clerks Reports & items for future agendas:

Councillors are reminded that this is not an opportunity for debate or decision making.

- a) Membership of the Council for Protection of Rural England (CPRE) (Cllr Hurst-Bannister)
- b) Contingency arrangements for protracted sickness or other absence of Proper Officer (Chair)

13.11.23: Confirmation of the next meeting: (Chair) Any changes will be on the Website.

The next meeting will be on Thursday 25th January 2024 at 7.30pm at the Parish Hall.

19th November 2023