



Zena Tett - Parish Clerk
Exbourne with Jacobstowe Parish Council
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I hereby give notice that the combined Parish Council AGM and Parish Council meeting will take place on Wednesday 31st May 2017 at 8:00pm in The Village Hall, Exbourne. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

AGENDA

1. **Apologies for Absence** – to receive apologies made to the Clerk prior to the meeting.
2. **Election of Chairman**
3. **Declaration of Acceptance of Office** – to receive the Chairman's Declaration.
4. **Election of Vice Chairman**
5. **Representatives to Committees**
 - 5.1 Northern Links
 - 5.2 Exbourne Playing Fields Association
 - 5.3 Link with the School
 - 5.4 P3 Co-Ordinators
 - 5.5 Finance Working Group
 - 5.6 Village Hall Committee
 - 5.7 Neighbourhood Plan Group
 - 5.8 Link with Highways
6. **Welcome** – the Chairman will welcome everyone to the meeting.
7. **Minutes of the Last Meeting** – to consider the approval of the Minutes of the last meeting of the Council.
8. **Declarations of Interest** – Councillors are invited to declare any disclosable pecuniary interest, including the nature and extent of such interests they may have in any items to be considered at this meeting. They are also reminded to consider whether in the light of recent activities any items within their Register of Interests should be updated.
9. **Public Speaking Time** – members of the public are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration, at the discretion of the Chairman, during the Public Participation section of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.
10. **Agree/Review the following documents:**
 - 10.1 Standing Orders
 - 10.2 Financial Regulations
 - 10.3 Asset Register
 - 10.4 Insurance
 - 10.5 Register of Interests
 - 10.6 Grants
 - 10.7 2017/18 Meeting Dates and Venues
11. **Borough Councillor Report** – items raised for discussion will appear on the Agenda for the next meeting.
12. **Matters Arising**
 - 12.1 Neighbourhood Plan – to receive an update from Cllr Hedley on any decisions made or matters arising.
 - 12.2 Lengthsman Work – to receive an update from Cllr Williams regarding the works being carried out by the Lengthsman and consider any further works needing to be carried out.
 - 12.3 Village Flyer – to receive an update from Cllr Blakeman on the production and issuing of the Village Flyer.

- 12.4 Village Hall – to receive an update from Cllr Williams regarding her investigation into whether planning permission would need to be sought if the gable end wall of the Village Hall were to remain in stone.
- 12.5 Parish Councillor Vacancy – to co-opt a new Parish Councillor.
- 13. New Items**
- 13.1 New Lighting on Main Road – for discussion after Cllr Batson raised concerns at the last Parish Council meeting.
- 13.2 Bush Broadband – Cllr Williams to discuss
- 14. Planning**
- 14.1 1507/17/PDM – for information only
Barn Nias Farm, Jacobstowe: prior approval for change of use of agricultural building to dwelling house (class C3(Class Q(b))
- 14.2 1225/17/LBC
Lower Cadham, Jacobstowe: listed building consent for rebuilding of chimney stacks, replacement of 3 existing roof lights, re-rendering, new soakaway and associated gullies and pipe work, internal works including works to fireplace and flooring.
- 15. Clerks Report**
- 15.1 Correspondence – to note/review items listed below which have been circulated or will be available for inspection at the meeting.
- 15.1.1 Letter from P3 Scheme: notification of £100 grant
- 15.1.2 Letter from WDBC: Parish Councillor Vacancy
- 15.1.3 Okehampton District Community Transport Group Newsletter
- 15.1.4 Email from Highways: notification of new Neighbourhood Highway Officer
- 15.1.5 Email from Parishioner: Drone use over Exbourne Village
- 15.2 Queens Commemoration – update
- 15.3 Highways Road Closure Maps – update
- 15.4 Hatherleigh Website – update
- 15.5 Annual Governance Statement 2016/17 – to be approved.
- 15.6 Accounting Statements 2016/17 – to be approved.
- 16. Councillors Reports and Items for Future Agenda:** 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. Finance**
- 17.1 To consider the following payments:
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|--------|---|---------|
| 17.1.1 | Exbourne Village Hall – room hire | £40.00 |
| 17.1.2 | Yewtopia – lengthsman work | £450.00 |
| 17.1.3 | Came & Company Insurance | TBC |
| 17.1.4 | The Burrow – NP printing and stationery | 217.02 |
| 17.1.5 | The Burrow – NP Photocopies | 54.40 |
| 17.1.6 | The Burrow – NP Room Hire | 15.00 |
- 17.2 Review recent receipts.
- 17.3 Review the bank balance.
- 18. Date of Next Meeting:** to confirm the date of the next meeting of the council scheduled for 8pm on 28th June 2017 – venue to be determined

Z. Tett

Zena Tett – Parish Clerk
Date: 17th May 2017