

PETROCKSTOWE PARISH COUNCIL

Parish Clerk: Fiona Lowe, Fourwinds, Fore Street, Witheridge EX16 8AH
01884 860839 E-mail: petroc.clerk@hotmail.com

Dear Councillors

You are duly summoned to attend the Petrockstowe Parish Council Annual Meeting to be held at 7.30pm on the 21st May 2019, in the Baxter Hall, Petrockstowe, to which Parishioners are invited and welcome to attend, to discuss the following business.

Cllrs will need to complete Declaration of Acceptance and Register of Interest Forms before the meeting.

AGENDA

- 1) **Election of Officers.** Election of Chair and Vice Chair
- 2) **Apologies of Absence.** To receive any apologies and approve reasons for absence.
- 3) **Declarations of interest.** To declare any personal interests and any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant item).
- 4) **Co-opting of Councillors.** The proposal is to co-opt Josie Jeffs as she was unable to complete nomination forms due to being out of the country. Consider any other candidates and co-opt.
- 5) **Re-adoption of Council Documents.** Councillors need to review, amend if necessary and readopt The Code of Conduct, Model Financial Regulations, Agreed Protocol on Audio, Freedom of Information and Model Standing Orders. Adopt the revised Data Privacy Notice and Data Collection Consent Form (previously supplied).
- 6) **Public Session**
- 7) **Minutes.** To consider approval of the minutes of the Parish Council Meeting of 16th March and the Annual Parish Meeting of 19th April 2019, having been previously circulated.
- 8) **Approval of and signing of Annual Accounts**
- 9) **Correspondence received.** Please see attached list from 14th March to 15th May 2019.

10) Matters arising from previous minutes.

- a) Siebelco signs – now erected. Clerk has thanked Steve Lark and Siebelco for organising and completing this.
- b) Phone Box use – update if available
- c) Signs at Petrockstowe Station – update if available
- d) No 4 The Square – update
- e) Track from Easter Hall to Tarka Trail - update

11) Current Business

- a) Bus Shelter repairs
- b) DALC versus SLCC
- c) Confirm meeting dates for the year

12) Planning

- a) **Decision.** Reference 1/1121/2018/FUL dated 25th March 2019 for a proposal for the conversion of barn to dwelling (Amended description) at Little Marland Barn, Petrockstowe, Okehampton, Devon. **GRANTED**
- b) **Decision.** Reference 1/1122/2018/LBC dated 25th March 2019 for a proposal for the conversion of barn to dwelling (Amended description) at Little Marland Barn, Petrockstowe, Okehampton, Devon. **GRANTED**
- c) **Application and Decision.** Reference 1/0218/2019/AGR dated 2nd April 2019 for the proposal of polytunnel for horticultural use at Land at Grid Reference 251961 109212, Petrockstowe, Devon, O.S. Map Reference: (E) 251962 (N) 109212. **GRANTED**
- d) **Decision.** Reference 1/0049/2019/LBC dated 1st May 2019 for the proposal for subdivision of farmhouse into two residential dwellings at Berry Farm, Petrockstowe, Okehampton, Devon. **GRANTED**
- e) **Decision.** Ref: 1/0137/2019/AGMB dated 19th February 2019 for a proposal for prior notification for the change of use of agricultural building to 1no. dwelling under Class Q and associated operational development at Hallwood Farm, Petrockstowe, Okehampton, Devon. **REFUSED**

13) Councillors Reports for information.

- a) Recreation Ground – Cllr Kelsey
- b) Play Area – Cllr Jeffs
- c) Baxter Hall – Cllrs Busby / Harris
- d) County/District – Cllr Saywell/Wiseman
- e) Police Report – PSCO Baker – Logs (January to 14 April) – 1 Highway disruption, nuisance anti-social behaviour and 1 personal anti-social behaviour. Crimes – 1 criminal damage


14) Financial Items

- a. Internet banking – update
- b. Payment to TDC for clerks pay from 1/10/18-31/03/19 of £975.00 and payroll service of £33.32 (plus VAT) = £1015.00
- c. Clerks expenses from 11/01-20/05/19 = £63.83
- d. Hall rental for May 2018 – April 2019 inclusive = £145.00

- e. TSO Host (website hosting) £17.99 payable to Dee French.
- f. Stephen Raine - Internal Audit fee - £100.00

15) **Confirm date of next meeting.**

Planning meeting on 18th June 2019 (if required) and PCM on 16th July 2019.



Fiona Lowe
Parish Clerk
16th May 2019

Correspondence received from 14/03/2019 to 15/05/2019

13/01/19 - DCC - Next Devon Community Resilience Forum - Thursday the 13th June
13/03/19 – DCC - Let's hear it for our community champions!
14/03/19 – DCC - Find out why we have won two national transport awards...
14/03/19 – TWM Traffic Controls - Lightweight speed display sign - increase road safety
18/03/19 – Highways - Temporary Traffic Notice - Road from Hembury Gate to Brandis Corner, Petrockstowe (TTRO1929788)
18/03/19 – DCC - Better Broadband scheme vouchers now available
21/03/19 – DCC - Please tell us how leaving the EU may affect your business
02/04/19 – NDRO - North Devon Record Office
02/04/19 – DALC – Elections 2019
03/04/19 – TDC - Communities Together Fund will not operate in 2019-20
03/04/19 – DCC - RE: Reuse Credit Scheme – Consultation
09/04/19 – TDC - FW: The Queen's Commonwealth Essay Competition
09/04/19 – DALC - DALC Newsletter #7 2019
09/04/19 – DCC - Vote for Slapton in the People's Choice Award!
10/04/19 – TDC - FW: <http://acre.org.uk/in-your-area/network-members/devon> - £3m fund to improve rural village and community halls and centres
10/04/19 DCC - Green light for £30 million of transport infrastructure
11/04/19 – Calor - Only 3 weeks to go! Apply for Calor's Rural Community Fund
23/04/19 – OBCTG - Newsletter 61
01/05/19 – DCC - Natural Devon - Get Involved in 2019!
02/05/19 – ICO - Latest news from the ICO
03/05/19 – DCC - Devon Local Flood Risk Management Strategy Update - April 2019 Strategy Newsletter
03/05/19 – DCC - Nominations invited for Community Transport Awards
09/05/19 – DCC - It's the Devon County Show next week and we've lots to show you
10/05/19 – TDC - The New Devon County Council (DCC) 'Doing What Matters' Community Grants Fund is now live: <https://www.devon.gov.uk/economy/business-support/doing-what-matters-communities-grants-fund/>