



Zena Tett - Parish Clerk
Exbourne with Jacobstowe Parish Council
Bouchland Farm
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I hereby give notice that the combined Annual Meeting of the Parish Council and the Parish Council meeting will take place on Wednesday 30th May 2018 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. **Welcome** – the Chairman will welcome everyone to the meeting.
6. **Minutes of the Last Meeting** – to consider the approval of the minutes of the last meeting of the Council.
7. **Representatives to Committees**
 - 7.1 Northern Links
 - 7.2 Exbourne Playing Fields Association
 - 7.3 Link with the School
 - 7.4 P3 Co-Ordinators
 - 7.5 Finance Working Group
 - 7.6 Village Hall Committee
 - 7.7 Neighbourhood Plan Group
 - 7.8 Link with Highways
8. **Agree/Review the following documents:**
 - 8.1 Standing Orders
 - 8.2 Financial Regulations
 - 8.5 Register of Interests
 - 8.6 Grants/Donations
 - 8.7 2018/19 Meeting Dates and Venues
9. **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.
10. **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.
11. **Borough Councillor Report** – items raised for discussion will appear on the Agenda for the next meeting.
12. **Matters Arising**
 - 12.1 Neighbourhood Plan – update from Cllr Hedley
 - 12.2 Devon Air Ambulance Trust: update from Cllr Williams
 - 12.3 Play Area Inspections: update from Cllr Williams
 - 12.4 Maintenance of Parish Assets: update from Cllr Blakeman
 - 12.5 Emergency Assistance Volunteers: for further discussion
13. **New Items**
 - 13.1 Remembrance Sunday: Cllr Williams
 - 13.2 First Aid Training: Cllr Williams
 - 13.3 Insurance Renewal
 - 13.4 Correspondence – to discuss a complaint from a Parishioner

- 14. Planning**
- 14.1 1236/18/HHO 10 Manor Gardens, Exbourne for householder application for construction of side extension and associated works.
 - 14.2 1317/18/VAR Land Adjacent to Wood Close, High Street, Exbourne for variation of conditions 2, 7, 8 and 14 of planning consent 2263/17/ARM (residential development of 9 no. dwellings) for revised plot designs arrangements
 - 14.3 To discuss any applications which may arise between the date of this Agenda and the date of the meeting.
- 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 Okehampton Town Clerk: email re Promoting Democracy
 - 15.1.2 Tavistock Town Clerk: email re Planning Training
 - 15.2 Internal Audit Report: for review
 - 15.3 Annual Governance Statement 2017/18: for signature
 - 15.4 Accounting Statements 2017/18: to be reviewed and agreed
 - 15.5 GDPR Notices: for approval
 - 15.6 Sampford Courtenay Snow Plan
 - 15.7 National Salary Awards for Clerks
- 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:
 - 17.1.1 Clerks Expenses £83.50
 - 17.1.2 Jacobstowe Church Donation £45.00
 - 17.2 Review the bank balance.
- 18. Date of Next Meeting:** to confirm the date of the next meeting of the council.

PART 2

Z. Tett

Zena Tett – Parish Clerk
Date: 23rd May 2018