



Zena Tett - Parish Clerk
Exbourne with Jacobstowe Parish Council
Bouchland Farm
Burrington
Umberleigh
Devon
EX37 9NF
☎ 07711 255525
✉ clerk@exbournewithjacobstowe.org.uk

I hereby give notice that the combined Parish Council AGM and Parish Council meeting will take place on Wednesday 28th June 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

19. **Welcome:** the Chairman will welcome everyone to the meeting
20. **Apologies for Absence:** to receive apologies made to the Clerk prior to the meeting.
21. **Minutes of the Last Meeting:** to consider the approval of the Minutes of the last meeting of the Council.
22. **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.
23. **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.
24. **Borough Councillor Report:** items raised for discussion will appear on the Agenda for the next meeting.
25. **Matters Arising**
 - 25.1 Neighbourhood Plan: to receive an update from Cllr Hedley on any decisions made or matters arising.
 - 25.2 Lengthsman Work: Claiming Funds: to receive an update from Cllr Williams and the Clerk regarding claiming funds for the work carried out.
 - 25.3 Insurance: to agree the new figures after updating the Asset Register.
 - 25.4 Register of Interests: to receive a copy of Cllr England's completed forms.
 - 25.5 New Lighting on Main Road: for discussion after Cllr Batson raised concerns at a previous Parish Council meeting.
26. **New Items**
 - 26.1 Financial Regulations: Cllr Williams requested a review of the financial figures.
 - 26.2 Street Lighting and Reducing Light Pollution: Cllr England to discuss.
 - 26.3 Risk Assessment: to review the Risk Assessment and amend where necessary.
 - 26.4 Elements Festival: to discuss the complaint received.
27. **Planning**
 - 27.1 1541/17/FUL
Land off Hayfield Lane, Exbourne: application for the erection of an agricultural storage building
 - 27.2 1960/17/FUL
Shilstone Farm, Exbourne: change of use of former holiday cottage to an annex.
 - 27.3 1987/17/FUL
Hayfield House, Exbourne: erection of a 2 storey 3 bedroomed house, a separate single garage and parking for 2 vehicles.
28. **Clerks Report**
 - 28.1 Correspondence: to note/review items listed below which have been circulated or will be available for inspection at the meeting.
 - 28.1.1 Email CPRE Devon: "Our Outdoors" Competition 2017
 - 28.1.2 Email Highways: Notification of temporary prohibition of through traffic
 - 28.1.3 Email WDBC: Development Management Briefing Paper June 2017
 - 28.1.4 Letter Internal Auditor: Report
 - 28.1.5 Email WDBC: Devon Community Resilience Forum Newsletter

- 28.1.6 Email Devon Communities Together: Courses
- 28.1.7 Email WDBC: Alleged unauthorised breach of planning at Riverstone Farm, Exbourne
- 28.1.8 Email Grant Thornton: requesting further information to aid in the Audit of the Parish Council Accounts
- 28.1.9 Email Devon Communities Together: Training Courses
- 28.1.10 Email Came & Company: Confirming full cover in force
- 28.1.11 Email Northern Links: Agenda
- 28.2 Queens Commemoration: update
- 29. **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.
- 30. **Finance**
 - 30.1 To consider the following payments:

30.1.1 Jill Hicks: internal audit	£75.00
30.1.2 Yewtopia: lengthsman work	£
30.1.3 Came & Company: Insurance	£576.95
30.1.4 Clerks Expenses	£127.64
30.1.5 Clerks Salary	£449.62
30.1.6 HMRC	£112.40
 - 30.2 Review the bank balance.
- 31. **Date of Next Meeting:** to confirm the date of the next meeting of the council scheduled for 8pm on 26th July 2017 to be held in The Vestry, Jacobstowe.

Z. Tett

Zena Tett – Parish Clerk
Date: 21st June 2017