

# NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

Chair: Cllr. Susan P. Tribble  
Kwetu  
22 Lower Farthings  
Newton Poppleford EX10 0HE

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Clerk: Jacqui Baldwin  
c/o The Pavilion  
Back Lane  
Newton Poppleford EX10 0EZ

Dear Councillor,

You are summoned to an Ordinary Meeting of  
**Newton Poppleford and Harpford Parish Council**  
taking place at The Pavilion, Back Lane, Newton Poppleford  
at 7.15pm on Monday, 24<sup>th</sup> June 2024

All council meetings are open to the public and the press: Public Bodies (Admission to Meetings) Act 1960  
**ALL MEETINGS MAY BE RECORDED BY MEMBERS OF THE PUBLIC**  
**ALL MEETINGS ARE RECORDED BY THE PARISH COUNCIL**

**Chair of the meeting will outline Fire Regulations and Evacuation Procedure**

## Public Forum

Some reports may have been circulated beforehand and published on-line

- a) Neighbourhood Policing report
- b) County Councillor report: Cllr. Jessica Bailey
- c) District Councillor report: Cllr. Chris Burhop
- d) Report from Ted Swan, Parish Footpath Warden
- e) Report from the Climate Change Group
- f) Questions and representations from residents/parishioners

The Public Forum provides an opportunity for members of the public (who are not usually permitted to speak during the council meeting, other than on Planning Applications or by special invitation of the Chair) to participate before the meeting by asking questions, highlighting matters of concern or making representations regarding Newton Poppleford and Harpford parish. No decisions can be taken on matters raised during this part of the meeting unless the subject is already an item on the published agenda. If any subject raised during the Public Forum requires discussion by Council it will be placed on the agenda for the following Council meeting.

**To consider the following business:**

24/001	<b>To consider apologies for absence and approve if accepted: (LGA 1972 S.85(1))</b>
24/002	<b>Declarations of interest from members / Dispensations afforded:</b> (this does not preclude the duty to declare further interests during the meeting as applicable) All members present are, by definition, members of the NPPFF Trustee Board and declare a personal interest in that capacity.  Cllr. Tillotson was afforded a dispensation to discuss and vote upon matters pertaining to Parish allotments at the Annual Meeting of Council held on 22 <sup>nd</sup> May 2023. This dispensation applies until May 2027 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as an allotment tenant.  Cllr. Hughes was afforded a dispensation to discuss and vote upon matters pertaining to trees at the Ordinary Meeting held on 27 <sup>th</sup> June 2023. This dispensation applies until May

		2027 (unless rescinded prior to that date) and is afforded in respect of his personal and disclosable pecuniary interest as owner of Bowhayes Trees Limited, Bowhayes Farm, Venn Ottery.
24/003		<b>To consider any matters listed on this Agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960:</b>
24/004		<b>To consider and, if thought fit, approve the Minutes of the Council's Annual Meeting held on 20<sup>th</sup> May 2024 as previously circulated to members:</b> To consider any matters arising from those Minutes not dealt with elsewhere on this agenda: a) Fireworks event b) Tipton School – response to public consultation c) Venn Ottery Village Green – Right of Way d) Damaged Wall - Goosemoor
24/005		<b>To review the Minutes of the Council's Finance Committee meeting held on 17<sup>th</sup> June 2024 as previously circulated to members and, if thought fit, ratify recommendations made therein:</b> a) To renew Council's All Risks Insurance Policy and Property Owners Insurance with Ansvr Insurance on the terms outlined in the Insurance Renewal Report previously circulated. b) To approve a quotation for repairs to playground equipment as recommended by the RoSPA inspector. c) To approve the purchase of a new cantilever swing seat as recommended by the RoSPA inspector.
24/006		<b>Correspondence received (not previously circulated):</b> a) Grounds Maintenance
24/007		<b>Planning Matters:</b> a) <b>To consider planning applications received prior to publication:</b> b) <b>To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda)</b> c) <b>Planning determinations/decisions advised:</b> 24/0641/FUL Land at Back Lane, Newton Poppleford - refused d) <b>To note and respond to Planning Consultations received:</b> East Devon Local Plan Consultation – deadline 27 <sup>th</sup> June 2024 e) <b>To consider Council's Neighbourhood Plan Monitoring Report:</b> Update circulated to Councillors in advance of the meeting
24/008		<b>Financial Matters:</b> a) To consider and review Financial Reports to the end of May 2024 as per documents previously circulated to members and published on-line. b) To consider and, if thought fit, approve payments for June as per documents previously circulated to members and published on-line. c) Questions to RFO from members of Council relating to the financial reports.
24/009		<b>BUSINESS TO BE CONSIDERED:</b>
	A	<b>End of Year Audit and Governance Return (AGAR) 2023/24:</b> i) <b>Acceptance and Approval of Internal Auditors Report for End of Financial Year Accounts 2023-24</b> ii) <b>To consider the Annual Governance Statement and, if approved, to authorise Chair to sign on behalf of Council (AGAR 3 pt 1)</b> iii) <b>To consider Accounting Statements and, if approved, to authorise Chair and RFO to sign on behalf of Council (AGAR3 pt 2)</b> iv) <b>To confirm the dates for publication of the Notice Period for the Exercise of Public Rights</b>
	B	<b>To review extant Traffic Regulation Orders and consider whether to make a request for additions and/or revisions:</b>
	C	<b>To receive a report on Council's meeting with the Headmaster of Newton Poppleford Primary School:</b>
	D	<b>To receive an update on the Venn Ottery Flood Mitigation project:</b>
	E	<b>Parish Council Committee Membership:</b> i) <b>Finance Committee</b> ii) <b>Policies &amp; Personnel Committee</b>

24/010		<b>To consider matters viewed as urgent by presiding Chair for discussion only:</b>
24/011		<b>Date of next Ordinary Meeting:</b> Monday, 29 <sup>th</sup> July 2024 at The Pavilion, Back Lane, Newton Poppleford
24/012		<b>It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.</b>

With no further business to consider, the Chair will declare the meeting closed.



**Jacqui Baldwin, Clerk to the Parish Council, 18<sup>th</sup> June 2024**

**Under the Openness of Local Government Bodies Regulations 2014, members of the public are now permitted to take photographs, video and audio record the proceedings and report on all Council meetings (including on social media). No prior notification is needed but it would be helpful if you could let the Clerk or Chair know beforehand if you wish to film or record so that arrangements can be made to provide reasonable facilities for you to undertake such activity. This permission does not extend to parts of meetings which are not open to the public and you will be required to remove all recording equipment prior to the Council entering committee session.**