

NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

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

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

clerk@newtonpopplefordandharpford-pc.gov.uk

Dear Councillors,

You are summoned to the Annual Meeting of **Newton Poppleford and Harpford Parish Council** taking place at The Pavilion, Back Lane, Newton Poppleford at 7.15pm on Monday, 20th May 2024

All council meetings are open to the public and the press - Public Bodies (Admission to Meetings) Act 1960

MEETINGS MAY BE RECORDED BY MEMBERS OF THE PUBLIC

ALL MEETINGS ARE RECORDED BY THE PARISH COUNCIL

Chair will outline Fire Regulations and evacuation procedure

To consider the following business:

AM24/01	Election of Chair:
AM24/02	Chair to sign Declaration of Acceptance of Office:
AM24/03	Election of Vice Chair:
AM24/04	Vice Chair to sign Declaration of Acceptance of Office:
AM24/05	To consider apologies for absence and approve if accepted: (LGA 1972 S.85(1))
AM24/06	Declarations of interest from members of the Parish Council/Dispensation Requests:
AM24/07	To review the Minutes of the previous Annual Meeting held on 22nd May 2023 (as circulated) which were approved on 27th June 2023: To consider any matters arising from those Minutes
AM24/08	To receive and, if thought fit, approve the Minutes of the Ordinary Meeting held on 29th April 2024 as previously circulated: To consider any matters arising from those Minutes
AM24/09	To note arrangements for the payment of Chair and Members Allowances for 2024/25:
AM24/10	To consider Committee memberships for 2024/25:
AM24/11	To consider nominations for Voluntary Footpath (P3) Warden:
AM24/12	Chair to propose suspension of Standing Orders to allow a Public Forum to take place:
	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
AM24/13	Chair to propose resumption of standing orders to close Public Forum.
AM24/14	To consider matters listed on this Agenda that Councillors believe should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960.
AM24/15	a) To appoint the Responsible Financial Officer for 2024/25 b) To confirm bank mandate signatories for 2024/25 c) To consider arrangements for the renewal of the Council's insurance 2024/25

AM24/16	To review and, if thought fit, re-adopt Council's Standing Orders:
AM24/17	To review and, if thought fit, approve Council's revised Financial Regulations and Delegation policy:
AM24/18	To review and, if thought fit, re-adopt Council's Code of Conduct and to note requirement for Members to review their Register of Interests forms:
AM24/19	To consider Council's representation on external bodies: a) Newton Poppleford Village Hall
AM24/20	Chair's announcements/matters of urgency for report only:
AM24/21	Financial Matters: a) To consider and review Financial Reports for April 2024 as per documents previously circulated to members and published on-line b) To approve May invoices for payment as previously circulated to members c) To receive an update on the Annual Audit arrangements d) To ratify the decision of the Finance Committee to enter into a 5-year contract for the maintenance of the MUGA surface from April 2025. e) Questions to RFO from members of Council relating to the financial reports.
AM24/22	Correspondence received (not already circulated to members):
AM24/23	Planning Matters: a) To consider planning applications received after agenda publication (subject to circulation prior to the Ordinary meeting on separate agenda): b) Planning determinations/decisions advised: c) To note Council's Neighbourhood Plan 'Monitoring Report': Report update circulated to members of Council prior to the meeting
AM24/24	To consider proposals pertaining to the future of the Public WC in School Lane car park: a) that the already obtained quotations for redecoration, refurbishment and upgrading of the existing Public WC facilities, including the fitting of "Pay for Use" door locks, be progressed tailoring a Scope of Works which falls within the available budget. b) that the Public WC is refurbished, within the available budget, by upgrading the current disabled toilet to a "Pay for Use" unisex facility and that the existing ladies and gents be converted to storage facilities for the parish. c) that the Council gives notice to EDDC to terminate the lease on the premises.
AM24/25	To consider whether Council should hold a Parish Fireworks Event in November 2024:
AM24/26	To receive an update on matters pertaining to footpaths and Public Rights of Way:
AM24/27	To receive an update on the development of Council's new website:
AM24/29	To consider whether Council should respond to a public consultation on the relocation of Tipton School:
AM24/29	Date of next Annual Meeting – Monday, 19th May 2025 Date of next Ordinary Meeting – Monday, 24th June 2024, 7.15pm at The Pavilion, Back Lane, Newton Poppleford

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



Jacqui Baldwin, Clerk to the Parish Council, 14th May 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.