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| **ASHFORD PARISH COUNCIL**  PARISH CLERK: MRS SUE SQUIRE, HAXLEA, 2 THREEWAYS, BRATTON FLEMING, BARNSTAPLE, DEVON. EX31 4TG.  TEL: 01598 710526. E-MAIL: sue@suesquire.com  CHAIRMAN: COUNCILLOR GEOFF HOLDER, LITTLE COURT, LONG LANE, ASHFORD. EX31 4BT. TEL: 01271 374470 | |
| **TO ALL COUNCILLORS:**  You are hereby summoned a Parish Council Meeting on Thursday, 20 December 2018 **in the Church Hall at 7.30pm.** The Agenda is detailed below.  Sue Squire, Parish Clerk. 14 December 2018 | |
| **No.** | **Item** |
| 1. | **Items raised by members of the public.** *It should be noted that representations by members of the public are permitted for a maximum of 3 minutes.*   * 1. **Four questions relating to procedures at recent Ashford Parish Council Meetings.** |
| 2. | **Apologies.** |
| 3. | **Declarations of Interest** |
| 4. | **Approval of the Minutes of the Meeting held on 15 November 2018.**  **The Part II Confidential Minutes will be circulated at the meeting.** |
| 5. | **Reports:**  **5.1 Police.** The December 2018 Newsletter had been circulated to Councillors and sent for inclusion on the website.  **5.2 County Councillor Mrs C Chugg.**  **5.3 District Councillor Mrs A Davis**  **5.4 Councillor V Lawson.** Defibrillator Check.  **5.5 Neighbourhood Plan.**   * **To note that Mr Hall’s Report has been circulated** * **To note a reply from Devon Communities Together following an in principle invitation for Dawn Eckhart to assist subject to potential costs incurred** * **To note that Groundwork UK has been advised that an application will not be submitted in 2018/19 and that the current intention is to reapply in 2019/20** * **To draft a reply to the two letters received from a parishioner in connection to the Neighbourhood Plan** |
| 6. | **Matters Arising:**  **6.1 North Devon Link Road Planning Application.** To note that this Parish’s wholehearted support has been submitted in respect of the improvements.  **6.2 Gas Leak in Strand Lane.** To note the present position regarding the second leak.  **6.3 Standing Orders / Delegatory Powers.** To note that the document has been updated to incorporate suggestions of the Devon Association of Local Councils and giving the Clerk delegatory powers as previously agreed.  **6.4 Proposed Play Area.** To note that an Investing in Devon application has been submitted in the sum of £5,000 in respect of purchase of the land and legal fees involved.  Councillor Holder will update the meeting as regards the cost.  **6.5 Light in the telephone box library.** Councillor Lawson to advise on his investigations for a battery operated light.  **6.6 Ashford Parish Churchyard.** To further discuss a site on which a Cemetery can be created.  **6.7 Freedom of Information Act Request.** The details had been received and were in the process of being made ready for a reply to be sent.  **6.8 Emergency Plan.** To note that the Clerk is in the process of contacting the names of those mention on the Plan to gain approval to be a listed contact. |
| 7. | **Planning & Planning Correspondence.**  **7.1 At the time of preparing the Agenda, there were no Planning Applications to consider.**  **7.2 Planning Correspondence. At the time of preparing the Agenda, there was no Planning Correspondence to consider.** |
| 8. | **Finance.**  **8.1 Balances.** To be tabled at the Meeting. Budgetary figures for November 2018 will be circulated to Councillors.  **8.2 North Devon Record Office / South West Heritage Trust.** Letter requesting a donation to help keep the Record Office in North Devon.  **8.3 To authorise the following payments:**  **Mrs S Squire** December Salary (Councillors will be given the details) **Redacted under DPA**  There is an amount of overtime from 18/10/18 to 15/11/18 and additional hours in respect of the Freedom of Information Act request  **HMRC** December PAYE **£ 20.60**  **8.4 NatWest Bank.**   * Addition of Cllr Bleach as cheque signatories. Councillor Bleach to return the form given to him at the October meeting. * The Clerk has again reminded the bank regarding the position of internet banking where no transfers will be undertaken, purely for ease of reference to monitor the account   **8.5 Grass cutting contract for 2019.** To note that Mr M Baker has been advised that his quotation was successful and that the contract has been awarded to him.  **8.6 2019/20 Budget and Precept.** To note that the forms have been submitted to North Devon Council.  **8.7 Highway Grass Cutting.**  Agreement for signature in respect of the 2019/20 season where the payment from DCC will be £118.  To note that the sum of £292.00 and £114.00 have been credited to the bank account in respect of a contribution towards highway grass cutting for 2017/18 and 2018/19. |
| 9. | **Correspondence.** Notices and publications received will be put on the table to see, read and go in the circulation bag.  **9.1 Email regarding the Ashford Website.** |
| 10. | **Matters raised by Councillors / Clerk.**  No items have been raised to be included on this Agenda. |
| 11. | **Items for the next Agenda.** |
| 12. | **Date of next Meeting:** Thursday, 17 January 2019 in the Church Hall at 7.30pm. |