

## ASHFORD PARISH COUNCIL

PARISH CLERK: MRS SUE SQUIRE, HAXLEA, 2 THREEWAYS, BRATTON FLEMING,  
BARNSTAPLE, DEVON. EX31 4TG.

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CHAIRMAN: Councillor Philip Hughes, Firs Croft, Strand Lane, Ashford, EX31 4BY.

Tel: 01271 345378

### TO ALL COUNCILLORS:

You are hereby summoned to a Parish Council Meeting on **Wednesday, 24 July 2019 in the Church Hall at 7.30pm**. The Agenda is detailed below.

Sue Squire, Parish Clerk. 19 July 2019

No.	Item
1.	<b>Items raised by members of the public.</b> <i>It should be noted that representations by members of the public are permitted for a maximum of 3 minutes.</i>
2.	<b>Apologies.</b>
3.	<b>Declarations of Interest</b>
4.	<b>Approval of the Minutes of the Meeting held on 13 June 2019.</b> <b>The notes of the Public Meeting held on 11 June 2019 regarding a Parish Plan will also be available.</b>
5.	<b>Reports:</b> <b>5.1 Police.</b>  <b>5.2 County Councillor Mrs C Chugg.</b> County Councillor Mrs Chugg has offered, if the Parish Council wish, to act on its behalf regarding the land near Meadowside, to enquire if Devon County Council would relinquish ownership so that it could be used as a play area. Councillors to consider this offer.  Verge on the A361 towards Fair Oak Farm. It is understood that County Councillor Mrs Chugg may be able to assist with funding an extension of the current grass cutting contract via Devon County Council and more details will be given.  <b>5.3 District Councillor Mrs A Davis.</b> Enquiries are ongoing regarding ownership of the former Ashford Fruit Farm.  <b>5.4 Councillor V Lawson.</b> Defibrillator Check. The Clerk has submitted the monthly report to South Western Ambulance Service.  <b>5.5 Councillor Moss.</b> Attendance at a Devon Community Action for Wildlife Conference on 6 July 2019 in his capacity as Parish Wildlife Warden. To note that a communication introducing the role of Parish Wildlife Warden has been circulated in the Parish.  <b>5.6 Communications Sub Group.</b> Councillors Lawson and Hall to report on initial meeting with the Ashford Webmaster. To consider setting up a Sub Committee comprising Councillors Lawson Hall and Holder and if approved, to agree Terms of Reference for this Committee.  <b>5.7 Councillor Hughes – Chairmanship training course on 27 June.</b>  <b>5.8 Councillors Hall and Moss to report on the recent meeting of the Taw and Torridge Estuary Forum.</b>  <b>5.9 Councillors Hall, Hughes and Moss attended Good Councillor training course on 2 July.</b>
6.	<b>Matters Arising:</b>

	<p><b>6.1 Cemetery for Ashford with car park.</b> To note that follow up letters were in the process of being sent to landowners and replies will be given.</p> <p><b>6.2 Councillors Hall and Holder to present the proposed new procedure on letters and speeches at Ashford Parish Council meetings.</b></p> <p><b>6.3 Section 106 Agreement Funding in connection with Community Priorities for Open Space.</b> To note that enquiries have been made by the Clerk and more details will be given.</p> <p><b>6.4 Councillor Hall to present the proposed revised Ashford Parish Council Code of Conduct</b> for adoption by Ashford Parish Council pending North Devon Council approval.</p>																		
7.	<b>Sale of CCTV Equipment.</b> To open sealed bids received and agree the sale to the successful bidder.																		
8.	<b>Parish Plan.</b> To discuss the details presented by Mr Martin Rich of Devon Communities Together at a Public Meeting on 11 June 2019 with a view to making a decision on whether to proceed or otherwise with a Parish Plan.																		
9.	<p><b>Planning &amp; Planning Correspondence.</b> At the time of preparing the Agenda, there were no Planning Applications to consider. <u>Planning Correspondence.</u></p> <p><b>9.1 Application 66386 – Approval of details in respect of discharge of Condition 11 attached to planning permission 59288 – land off of Long Lane, Ashford..</b> To note a reply from the Planning Officer.</p>																		
10.	<p><b>Finance.</b></p> <p><b>10.1 Balances.</b> To be tabled at the Meeting. Budgetary figures for May 2019 will be circulated to Councillors.</p> <p><b>10.2 To consider joining the CPRE (Campaign for the Rural Protection of England) at an annual subscription of £36.</b> This item was discussed at the June Meeting and deferred for a decision to be made at the July Parish Council Meeting.</p> <p><b>10.3 To consider joining the Tav &amp; Torridge Estuary Forum at an annual subscription of £20.</b></p> <p><b>10.3 To authorise the following payments:</b></p> <table border="0"> <tr> <td><b>Mrs S Squire</b></td> <td>July Salary (Councillors will be given the details)</td> <td><b>Redacted under DPA</b></td> </tr> <tr> <td><b>HMRC</b></td> <td>July PAYE</td> <td><b>£40.40</b></td> </tr> <tr> <td><b>Mrs J Snooks</b></td> <td>2019 internal audit fee</td> <td><b>£125.00</b></td> </tr> <tr> <td><b>Devon Association of Local Councils</b></td> <td>Training fee for Chairmanship course (£30.00) and 3 Councillors at the Being a Good Councillor course (£165.00)</td> <td><b>£234.00</b></td> </tr> <tr> <td><b>CPRE</b></td> <td>Subscription</td> <td><b>Subject to 8.2 above</b></td> </tr> <tr> <td><b>Tav &amp; Torridge Estuary Forum</b></td> <td>Subscription</td> <td><b>Subject to 8.3 above</b></td> </tr> </table> <p><b>10.4 2019/20 Insurance.</b> To note that the insurance policy has been renewed for 12 months from 1 June 2019 at a premium of £393.73. An explanation has been given as to the reason for two different premiums on invoices dated separately and this will be advised.</p> <p><b>10.5 2019 Audit.</b> This has been completed and the Clerk will give more details.</p>	<b>Mrs S Squire</b>	July Salary (Councillors will be given the details)	<b>Redacted under DPA</b>	<b>HMRC</b>	July PAYE	<b>£40.40</b>	<b>Mrs J Snooks</b>	2019 internal audit fee	<b>£125.00</b>	<b>Devon Association of Local Councils</b>	Training fee for Chairmanship course (£30.00) and 3 Councillors at the Being a Good Councillor course (£165.00)	<b>£234.00</b>	<b>CPRE</b>	Subscription	<b>Subject to 8.2 above</b>	<b>Tav &amp; Torridge Estuary Forum</b>	Subscription	<b>Subject to 8.3 above</b>
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11.	<p><b>Correspondence.</b> Notices and publications received will be put on the table to see, read and go in the circulation bag.</p> <p><b>11.1 Devon and Somerset Fire and Rescue Service.</b> Councillors have been circulated with a letter regarding the proposed closure of some fire stations. There is a public consultation running for 3 months from 1 July 2019.</p>																		

	<b>11.2 Devon Highways.</b> Temporary road closure and parking on 23 – 26 September at Stand Lane, Ashford outside Runklins for network reinforcement to include pole and conductor changes. Western Power Distribution.
12.	<b>Matters raised by Councillors / Clerk.</b> <b>12.1 The Clerk will be on annual leave from 8 – 18 August 2019 inclusive.</b>  No other matters have been received.
13.	<b>Matters raised by the Chairman.</b>
14.	<b>Items for the next Agenda.</b>
15.	<b>Date of next Meeting:</b> Thursday, 19 September 2019 in the Church Hall at 7.30pm. Should a Planning Application be received requiring a response before that date, a meeting will be called to specifically discuss that item.