

**Agenda for the Colyton Parish Council meeting which
will be held on Monday 12th July 2021 at 7:15pm in the Colyton Town Hall.**

This will be a physical meeting which is open to the public, however due to Covid restrictions there will be a limited number of members of the public able to attend. If you wish to attend then please let the clerk know either by email colytonpc@tiscali.co.uk or phone the office on 01297 552460, attendance without confirming to the clerk will not be permitted.

Masks must be worn until sat down and a one way system will be in place.

The Chairman request that those people recording the meeting declare so and conform to Standing orders

AGENDA

Published 07/07/2021

1. **Welcome by Chair.**
2. **Receipt & Approval of apologies for absence.** Cllr Gardiner – recuperating.
3. **Police Report** – not received at time of publication.
4. **Declarations of Interest**
5. **Public Question time** (maximum 15 minutes)
6. **Approval of the minutes of Parish Council Meeting held on 14th June 2021.**
7. **Matters arising from the Minutes**
8. **Report from County Councillor**
9. **Report from District Councillors**
10. **Highway Matters.**
 - a) TTRO2140298 Temporary prohibition of through traffic. South Street, Colyton from Monday 11th October – Wednesday 13th October 2021. This closure is considered necessary to clear a blockage in the carriageway.
 - b) Bench placed up Station Road by MOP. Decision needed on whether the Parish Council supports this staying in place or not.
 - c) Double yellow lines in and around the town and parking.
11. **Report from Meetings Attended**
12. **Nominations of representatives to other organisations and other volunteers needed.**

Community Woodland Trust X 1 – Cllr Stenning has volunteered.
Memorial Social Club X 1 – Cllr Stenning has volunteered.
Police Advocate X 1
Emergency Plan X 1
13. **Correspondence**
 - a) Email - EDDC Corona Virus updates for residents and businesses.
 - b) Email – The Rural Bulletin.
 - c) Email circulated – Office of the Police and Crime Commissioner – Road safety matters.
 - d) Email - Notice of newly adopted Neighbourhood Plans - Farringdon, Newton Poppleford & Harpford, and Otterton
 - e) Email – Devon Communities together - an introduction to property flood resilience online workshop.
 - f) Email - RSN Rural Funding Digest - July 2021 Edition
14. **Purchase or rent of a Mobile Speed camera.**
15. **EDDC Open Spaces Grant with the land at Milfield in mind.**
16. **Date needed for Zoom meeting with Mr Hill.** Attending Cllrs Parr, Denny, Stenning, Gardiner, Clifford, Pady and Real.
17. **Neighbourhood Plan Examination - Question from the Examiner** - how and why the wording of policy Coly8 was modified between the Regulation 14 version of the plan and the Regulation 16 version of the plan.
18. **Finance**

Minutes of the meeting held Monday 28th June (Appendix D) to be noted
Accounts to be approved for payment

DD EDF Electricity 10.84 VAT 2.16. Total 13.00 pounds.

DD Talktalk Phone and broadband 32.92 VAT 6.58. Total 39.50 pounds.

BACS Bradfords Timber 47.98 VAT 9.60. Total 57.58 pounds.

BACS Mr J Tharp Contract P3 scheme, strim surface vegetation. Total 320.00 pounds.

BACS Mr Palmer Works on Nunsford Track and footpath 5830.00 VAT 1166.00. Total 6996.00 pounds.

BACS Viridor Waste management plus Duty of care declaration 146.75 VAT 29.35. Total 176.10 pounds.

BACS Halcyon Grounds Maintenance June 501.66 VAT 100.33. Total 601.99 pounds.

- a) VAT return for the first quarter submitted successfully.
- b) Internal audit for the first quarter due.
- c) Quotes for works on the Picnic site shelter.
- d) Overtime for handy man – paid or lieu.
- e) Confirmation that Mr Parsons has passed his probationary period and has been offered the role permanently which he has accepted. Pay will be reviewed at the annual Pay Review in October.
- f) An invoice has been sent to Devon County Council to recover the amount due to Mr Palmer for works completed under the P3 scheme.
- g) Clarification on lack of payment to HMRC in the month of May – this was because HMRC owed the Parish Council 100.77 pounds. Clerk has been in contact with HMRC and has had confirmation that the handling of the process of recovering the SMP and SPL money is correct.
- h) Clerk holiday request. 1 week from 30th August. 1 week from 29th November. 1 week from 31st January. 1 day Tuesday 4th Jan. 1 day Thursday 10th Feb.
- i) Quote from Mr Marriott to complete works at various gardens in Colyton and Colyford.
- j) Asset register – request from MOP to discuss.
- k) Land at Cleves Field. Contract will stay with Mr Underdown until 30th April 2023.

19. Planning

Minutes of the meeting held Monday 28th June – (Appendix E) to be noted

a Planning Applications

21/1675/FUL 12 Grove Hill Colyton - Mr and Mrs Harris - Single storey front extension, single storey side extension including conversion of garage to habitable use, and conversion of roof space to habitable use with a side dormer and 4 roof windows. *Comments due by 17th July.*

21/1738/FUL Combe Cottage Lower Church Street Colyton - Mr & Mrs A De Guingand - Conservatory to rear of property. *Comments due by 24th July.*

b Planning Decisions – to be noted

c Planning Correspondence

20. Amenities

- a) Land down at Umborne Business Park site visit findings.
- b) FP 10 – very overgrown.

21. Matters to be taken into Committee

22. Items brought to the CPC's attention after the agenda had been published – to be noted.

23. Dates of future meetings

Finance & Planning Committee – Monday 27th July **AT 19:15**

CPC Full meeting – Monday 10th August. At 19:00.