

KNOWSTONE PARISH COUNCIL - A meeting of Knowstone Parish Council will be held in the Parish Hall, Knowstone on: **Tuesday 26th September 2017 at 7.30pm. All Councillors are summoned: members of the public are welcome.**

AGENDA

1. **Apologies for absence**
2. **Declarations of Interest** (re. matters appearing on this agenda)
3. **Approve Minutes** of the last meeting
4. **Matters Arising** from the minutes (not on the agenda)
5. **Correspondence (not covered elsewhere on Agenda)**
 - Note receipt of DALC Annual Report 2016/17
 - Note receipt of surgery dates poster from Peter Heaton-Jones MP
 - Note receipt of email invitation dated 20.09.17 to Devon Highways Parish & Town Council conference in November
 - Note receipt of email invitation dated 13.09.17 to Parish Paths Annual Workshop on 31st October
 - Note receipt of letter dated 12.09.17 from Alison Marshall re. follow up information after training session
 - Note receipt of letter dated 4.09.17 from BHIB Insurance Brokers who will be handling council's next insurance renewal replacing Aon
6. **Public Questions** (*limited to 20 minutes*) **Members of the public are invited to speak only on a topic that is on this agenda; please contact the clerk for any other matter to be considered for inclusion on the agenda at a future meeting of the council.**
7. **Finance**
 - a) Finance Report – to agree accounts and bank reconciliation to 25.08.17
 - b) Accounts to settle:
 - Clerk's salary & expenses £183.50
 - North Devon Council – by-election cost £998.00
 - Alison Marshall – councillor training £160.00
 - St Peter's Church – upkeep of the graveyard £200.00
 - c) Budget 2018/19 preparation/precept application
 - d) To consider appointing Alison Marshall as Internal Auditor, as per her email and proposal circulated to councillors, for a 1, 2 or 3 year period – cost £100 per year.
 - e) To consider match funding request from Knowstone Parish Hall for approximately 5% of £17,161 as per Ken Dykes email dated 16.09.17.
 - f) To consider purchasing copies of 'Good Councillor Guide' for members of the council @ £4.99 per copy plus P&P
 - g) To consider purchasing 'Local Council Administration', 10th edition – cost £73.60 plus P&P
 - h) To consider sending a representative of KPC to DALC's AGM, Conference and Exhibition on 10th October 2017 at Exeter Racecourse – cost £25.00
 - j) To consider repair/replacement of Roachill noticeboard.
8. **Planning**
 - a) Applications received after preparation of the agenda
 - b) Applications notified since last meeting
9. **Third Party Reports** (if present):

- a) District Councillor
- b) County Councillor

10. **Members Reports**

- a) CPR training – Cllr Moore
- b) i) Highways - Cllr Filmer-Bennett
ii) To discuss problem of HGV route to Knowstone
- c) Report on MDC Planning meeting re. Stubnail Post – Cllr Filmer-Bennett
- d) Police – Cllr Moore
- e) Footpaths & Beaples Stone - Cllr Browse
- f) Moors Management Association – Cllr Costerton
- g) PCC - Cllr Howe
- h) Parish Hall – Cllr Filmer-Bennett
- i) Emergency Plan - Cllr Browse
- j) Standing Orders Working Group – Cllr Moore
- k) Parish Pound – Cllr Howe

11. **Casual Vacancy for a Parish Councillor** due to resignation of Cllr Mike Smith on 6th September.
To discuss co-option procedure in the event that an election is not called.

12. **Sidemoor Picnic Site**

To discuss viability of Knowstone Parish Council taking over the lease of the Sidemoor Picnic Site.
The public will be asked to withdraw.

13. **Diary/Forthcoming Community Evens:**

To consider upcoming community and/or national events

14. **Members - Matters of Immediate Concern** for inclusion at the next meeting

15. **Date & Time of next meeting:**

Tuesday 24th October commencing at 7.30 p.m.

Wendy Sweet

Clerk Knowstone Parish Council

21st September 2017