

KNOWSTONE PARISH COUNCIL - A meeting of Knowstone Parish Council will be held in the Parish Hall, Knowstone on: **Tuesday 28th November 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 (held on 24th October 2017)
4. **Approve Minutes of Extraordinary meeting** (held on 7th November 2017)
5. **Matters Arising** from the minutes (not on the agenda)
6. **Correspondence (not covered elsewhere on Agenda)**
 - Note receipt of email dated 24.10.17 from Batsworthy Cross CBF – member update;
 - Note receipt of Autumn Newsletter of Devon branch of CPRE (copy available at meeting);
 - Note receipt of email dated 30.10.17 from Ian Hyde at Devon Highways asking permission to access Knowstone Inner Moor in order to repair damaged fence; clerk replied granting KPC's permission;
 - Note receipt of email dated 2.11.17 from Chief Fire Officer re. Devon & Somerset Fire & Rescue Service Draft Integrated Risk Management Plan Consultation;
 - Note receipt of email dated 2.11.17 from Flood Risk Management, DCC re. Local Flood Risk strategy;
 - Note receipt of email dated 3.11.17 re. Recycle Devon thank You Awards;
 - Note receipt of email dated 10.11.17 from Devon Countryside Access Forum, looking for new members;
 - Note receipt of email dated 20.11.17 from Smaller Authorities Audit Appointments re. appointment of external auditor;
 - Note email sent on 8.11.17 to North Devon Planning re. KPC's response to Change of Use Application Ref. 63965;
 - Note email sent on 22.11.17 to Kevin Wickham, Enforcement Officer re. possible planning contravention at New Moor;
 - Note any correspondence sent/received after preparation of the agenda.
7. **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.**
8. **Finance**
 - a) **Finance Report** – to agree accounts and bank reconciliation to 28.11.17. Review expenditure against budget to date, previously circulated.
 - b) Note cheque for £2,628.00 received from Hare's Down & Knowstone Moors Management Association.
 - c) **Accounts to settle:**

• Clerk's salary & expenses (Oct/Nov)	£152.72
• Clerk's salary & holiday pay (Nov/Dec - to be paid end of Dec)	£126.25
• Ian Woollacott (Beaples Stone strimming; last year & this autumn)	£282.00 (incl VAT)

- D Herbert – new noticeboard, Roachill £180.00
- Membership renewal – CPRE £36.00

d) **Budget 2018/19 preparation** - review & discuss draft Budget for 18/19 and provisional Precept figure.

9. **Planning**

- a) Applications received after preparation of the agenda
- b) Applications notified since last meeting:

10. **Third Party Reports** (if present):

- a) District Councillor
- b) County Councillor

11. **Members Reports**

- a) Highways - Cllr Filmer-Bennett
- b) Police – Cllr Moore
- c) Footpaths & Beaples Stone - Cllr Browse
- d) PCC - Cllr Howe
- e) Parish Hall – Cllr Filmer-Bennett
- f) Emergency Plan - Cllr Browse
- g) Standing Orders Working Group – Cllr Moore
- h) Parish Pound – Cllr Howe.

To consider participating in 'Garden of Gold' campaign to raise awareness of children's cancer as per information received in email dated 20.10.17 from Peter Heaton-Jones MP

- i) Moors Management – Cllr Costerton
- j) Exe Valley Bus – Cllr Howe

12. **Casual Vacancy for a Parish Councillor.**

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

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 23rd January 2018 commencing at 7.30 p.m.

Wendy Sweet

Clerk Knowstone Parish Council

23rd November 2017