

KNOWSTONE PARISH COUNCIL - A meeting of Knowstone Parish Council will be held in the Parish Hall, Knowstone on **Tuesday 23rd April 2019 at 7.30pm**. **All Councillors are summoned; members of the public are welcome.**

Prayers

AGENDA

1. **Apologies for absence**
2. **Declarations of Interest** (re. matters appearing on this agenda)
3. **Approve Minutes** of the last meeting (held on 26th March 2019)
4. **Correspondence (not covered elsewhere on the agenda)**
 - Note receipt of CPRE Annual Report 2018, available at the meeting;
 - Note receipt of email dated 28.03.19 from Planning Aid England;
 - Note receipt of DALC newsletters dated 2.04.19 re. Elections and 9.04.19;
 - Note receipt of RSN Rural Funding Digest - April 2019 Edition
 - Note receipt of email dated 3.04.19 from OPCC re. Community engagement events;
 - Note receipt of Devon Highways Parish & Town Council Update - Spring 2019
 - Note receipt of email dated 4.04.19 from NDDC Corporate & Community Services re. London Bridge Procedure;
 - Note receipt of email dated 10.04.19 from NDDC Corporate & Community Services re. Members Code of Conduct Training Event and Register of Interest Forms;
 - Note receipt of Devon CC connectme Travel & Transport newsletter dated 10.04.19;
 - Note receipt of email dated 13.04.19 from CPRE re. Celebrating 70 years of our National Parks;
 - Note receipt of email dated 15.04.19 from Citizen's Advice (TNMW Devon) April Newsletter;
 - Note receipt of email dated 15.04.19 from Jane Faust re. Noise Measurement should not be paused through summer months;
 - Note any correspondence received after the preparation of the agenda.
5. **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. Standing orders are suspended during this item.**
6. **Finance**
 - a) To agree to appoint Cllr Moore and Cllr Filmer-Bennett as bank account cheque signatories.
 - b) To resolve to agree accounts for year ending 31st March 2019 (previously circulated)
 - c) To resolve to complete and send off Certificate of Exemption regarding this year's External Audit.
 - d) To resolve to sign off Section 1 of the Annual Audit Return
 - e) To resolve to sign off Section 2 of the Annual Audit Return
 - f) To agree to renew the Council's insurance with Came & Company's recommendation – Hiscox – at a cost of £218.00 including broker's fee of £50.00.
 - g) To agree purchase and installation of a Park Seat with Back for Beaples Stone; estimated cost £520 plus VAT, details previously circulated.
 - h) Following the Chairman's annual appraisal with the Parish Clerk, it is resolved to replot the Clerk on to the new 2019 pay scales at level 12, reflecting the performance of the Clerk during the past year.
 - i) **Accounts to settle**

• Clerk's salary March/April (£135.33) & expenses (£4.25)	£139.58
• DALC – Clerk's attendance at Preparing for Elections seminar	£36.00 (incl VAT)
• DALC – membership renewal	£57.62 (incl VAT)

- Data Protection registration (annual renewal) – paid by DD £35.00
- Clerk's salary April/May (estimate) £130.13
- Alison Marshall – Internal Audit £100.0

7. **Planning**

- a) Applications received after preparation of the agenda
- b) Applications notified since last meeting
 - (i) Ref. 66148 – Creation of an equestrian arena (manege) at West Crosside Farm, Knowstone
 - (ii) Ref. 66505 – Extension to dwelling at Kents Farm, Rackenford

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

- a) District Councillor
- b) County Councillor

9. **Members Reports**

- a) Highways – Cllr Filmer-Bennett
 - (i) The Council resolves that under the supervision of the Road Warden and with the agreement of Richard Sables, the Devon County Council Traffic Officer, that nominated volunteers in Roachill carry out a clean-up and restoration of the village approach walls and welcome signs at Roachill.
- b) Footpaths & Beaples Stone – Cllr Browse
- c) Emergency Plan – Cllr Browse
- d) Police Report – Cllr Moore
- e) Parish Pound – Cllr Howe
- f) Parish Hall – Cllr Howe
- g) PCC Report – Cllr Howe

10. **Parish Elections – 2nd May 2019** Note uncontested election of three councillors and that process of co-option will commence from 2.05.19

11. **To discuss preparations for the Annual Meeting of the Parish** – 28th May 2019

12. **Business at the Chairman's discretion** – no decision making to take place during this item

13. **Date & Time of next meeting:** Tuesday 14th May 2019 at 7.30 p.m.

Wendy Sweet

Clerk Knowstone Parish Council

16th April 2019

All correspondence and other papers relating to this agenda can be viewed on www.knowstone.org.uk

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