

KNOWSTONE PARISH COUNCIL

A meeting of Knowstone Parish Council will be held on **Tuesday 28th November 2023 at 7.30 p.m. in Knowstone Parish Hall. All Councillors are summoned; members of the public are welcome.**

Prayers

AGENDA

1. **Apologies for absence**
2. **Confirmation of “Responsible Financial Officer” and “Proper Officer”**
3. **Co-option of new Parish Councillor**
4. **Declarations of Interest** (re. matters appearing on this agenda)
5. **Approve Minutes** of the last meeting held on 26th September 2023
6. **Correspondence (not covered elsewhere on the agenda).**

To note receipt of the following:

- 27/09/2023 DALC #41 2023 E-bulletin
- 28/09/2023 North Devon Link Road Traffic Bulletin
- 28/09/2023 RE: SLCC Membership Due to Lapse Shortly
- 29/09/2023 Devon County Council News Update
- 29/09/2023 OPCC Press releases for Op Ragwort and Op Scorpion
- 03/10/2023 Review of Polling Districts & Polling Places/Stations 2023 - North Devon
- 04/10/2023 Devon Climate Emergency October Newsletter
- 04/10/2023 DALC #42 2023 E-bulletin
- 06/10/2023 Traffic Bulletin - North Devon Link Road
- 09/10/2023 North Devon Link Road - A361 - Traffic Bulletin
- 09/10/2023 Latest news from the Royal Devon Hospital: October 2023
- 11/10/2023 DALC #43 2023 E-bulletin
- 13/10/2023 DCC Snow Warden Welcome Message - Winter 2023
- 17/10/2023 Temporary Traffic Notice - Road from Knowstone Mill Bridge to Wadham Cross, Knowstone (TTRO2353470)
- 18/10/2023 DALC #44 2023 E-bulletin
- 18/10/2023 Funding for the North Devon Record Office
- 18/10/2023 Devon Communities Together - Energy Outreach Project
- 21/10/2023 CPRE - Our new report on Local Green Spaces is out!
- 21/10/2023 Email regarding Devon 20's Plenty campaign manager
- 24/10/2023 Parish Online Newsletter #44
- 25/10/2023 Request for consultation on 77828 at West Hill, Knowstone, EX36 4RT
- 25/10/2023 DALC #45 2023 E-bulletin
- 25/10/2023 Email from Cllr Yabsley - RE: Knowstone Parish Council
- 30/10/2023 Email re Police Contact
- 30/10/2023 NDC email Consultation regarding Relocation of Community Hub
- 30/10/2023 North Devon Link Road - A361 - Traffic Bulletin
- 31/10/2023 CPRE October's e-bulletin.
- 01/11/2023 DALC #46 2023 E-bulletin
- 01/11/2023 RE: Zappi EV Charger Installation Quote -lead 1620 - Quote 2969
- 02/11/2023 Storm Ciarán Flooding - 2nd November 2023
- 02/11/2023 DALC #47 2023 E-bulletin
- 03/11/2023 Devon Climate Emergency - November Newsletter
- 03/11/2023 Councillor advocate email address
- 06/11/2023 A361 - North Devon Link Road - Traffic Bulletin - 6th November 2023
- 07/11/2023 DALC Newsletter #48 2023
- 08/11/2023 DALC #49 2023 E-bulletin

- 09/11/2023 Parish Paths Partnership update
- 09/11/2023 Request for consultation on 77905 at Great Wadham Barton
- 11/11/2023 Membership Renewal letter from CPRE
- 15/11/2023 DALC #50 2023 E-bulletin
- 16/11/2023 Email from “Keep Britain Tidy” Buy Nothing New Month 2024 Webinar
- 16/11/2023 Application form for Parish Precepts for Knowstone
- 17/11/2023 DALC #51 2023 E-bulletin
- 18/11/2023 CPRE email - Star Count paused for 2024 and more news
- 20/11/2023 email from OPCC “Make the Vision Zero Road Safety Pledge”
- 20/11/2023 North Devon Link Road - A361 - Traffic Bulletin
- 20/11/2023 Devon Communities Together – Flood Action Week
- **Note correspondence received after the preparation of the agenda.**

7. **Public Questions** (*limited to 20 minutes*) **Members of the public are allowed to speak 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) To review accounts to date for 23-24 and bank reconciliation, previously circulated.
- (b) To note request from CPRE to increase Annual Membership from £36 to £60 (or something between).
- (c) To vote on the motion to increase rate of pay for Wendy Vigus to £10.50 ph,(making it above the minimum wage) backdated to start of this financial year.
- (d) To agree to settle the following accounts:
- | | |
|--|--------|
| • Wendy Vigus – minute taking and producing (September meeting) | £37.35 |
| • Wendy Vigus – Website updating July-September 2023. 6hrs @ 9.50ph | £57.00 |
| • Wendy Vigus – Backdated payment (if motion in point © above is agreed) | £26.00 |
| • John Morgan for grass cutting at Beaples Stone (Oct 2023) | £35.00 |
- (e) Update by Chairman on progress towards digital banking.

9. **Budget 2023/2024 preparation** – discuss and agree to submit budget for 2024/25, previously circulated and agree Precept figure.
Ask Alison Marshall to carry out audit at end of financial year.

10. **Internal Audit Report recommendations** – update from Chairman on items from last meeting.

11. **Electric Vehicle Charging Point** – update on possible ongoing costs.

12. **Planning**

- (a)
- Applications notified since last meeting
- Ref 77828** – Erection of new Agricultural Storage building at West Hill, Knowstone
- Ref 77905** – Request for consultation at Great Wadham Barton. Class Q Application, permitted development.
- Discuss and agree Knowstone Parish Council’s response.
- (b) Applications notified since the preparation of the agenda.
- (c) Other planning matters

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

- a) District Councillor
- b) County Councillor

14. **Members Reports**
- (a) Highways – Cllr Dey –
 - (b) Footpaths & Beaples Stone – Cllr Parry
 - (c) Moors Management Association – Cllr Maidment
 - (d) Welcome Pack - Cllr Maidment
 - (e) Emergency Plan – Cllr Parry
 - (i) Update re. purchase of a generator for the hall plus associated fitting costs.
Addition to asset register.
 - (f) Parish Hall – Cllr Pomfret
 - (g) Police Liaison –
 - (h) Snow Warden – Cllr Stanbury
15. **Business at the Chairman’s discretion** – no decision making to take place during this item
16. **To confirm date, time & venue of next meeting** – Tuesday, 23rd January 2024 at 7.30 p.m. in the Parish Hall

John Pomfret

Acting Clerk, Knowstone Parish Council

21st November 2023

Parish Clerk: **John Pomfret**, East Crosside Farm, Knowstone, South Molton, EX36 4RT
(Tel: 07802 423844 – email: parishclerk@knowstone.org.uk)