

# LAPFORD PARISH COUNCIL

## Notice of Meeting of the Parish Council

29<sup>th</sup> October 2020

Dear Councillors

I hereby give notice that a meeting of Lapford Parish Council will be held on Tuesday November 3<sup>rd</sup> 2020 at 7:30 pm. This will be a virtual meeting using the Zoom meeting platform. The details for accessing the meeting are:

Join Zoom Meeting

<https://zoom.us/j/99212881402?pwd=YzJwZUZiMEZ0SU55VUtUR0ovUUUhUT09>

Meeting ID: 992 1288 1402

Passcode: 344500

Ian Hemsworth

Chairman

[lapfordpc@live.co.uk](mailto:lapfordpc@live.co.uk)

## AGENDA

1. **APOLOGIES FOR ABSENCE** Chair  
To receive any apologies and agree reasons for absence.
2. **DECLARATION OF INTERESTS** Chair  
To note any declarations of interest under the Code of Conduct.
  - 2.1 Register of Interests – Councillors are reminded of the need to update their register of interests.
  - 2.2 Personal Interests – Councillors must declare any personal interest in items on the agenda and their nature.
  - 2.3 Disclosable Pecuniary Interests – Councillors must declare any disclosable pecuniary interest in items on the agenda and their nature. Councillors with a prejudicial interest must leave the meeting for the relevant item.
  - 2.4 Dispensations – To receive requests for dispensations from Councillors on matters in which they have a Disclosable Pecuniary Interest.
3. **PUBLIC PARTICIPATION SESSION** Chair  
Members of the public are invited to make representations. Each member of the public is entitled to speak once only and shall not speak for more than three minutes. The session shall not exceed 20 minutes.  
As the Council meeting is being held remotely via Zoom, members of the public who wish to speak or ask a question should email their full name and, where appropriate, their question to [lapfordpc@live.co.uk](mailto:lapfordpc@live.co.uk) **by no later than 12 noon on the day before the meeting.** This will help to ensure that the meeting runs as smoothly as possible.

### ***Standing Orders will be suspended***

All members of the Council are hereby summoned to attend for the purpose of transacting the following business.

*In Hemswoth*

Chair, Lapford Parish Council  
Argosy, Lapford, Crediton, Devon EX17 6PX  
Email: [lapfordpc@live.co.uk](mailto:lapfordpc@live.co.uk)

Date of issue 29<sup>th</sup> October 2020

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### 3. PUBLIC PARTICIPATION SESSION

Chair

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### 4. COUNTY AND DISTRICT COUNCILLORS' REPORTS

To receive a verbal report for information.

- 4.1 Devon County Council
- 4.2 Mid Devon District Council

Cllr Squires  
Cllr Eginton

### 5. LOCAL ORGANISATIONS' REPORTS

To receive a verbal report from members of the management committees of local organisations for information.

- 5.1 Lapford Church Green Trustees
- 5.2 Heart for Lapford Strategy Group
- 5.3 Heart of Lapford Development Board
- 5.4 Wallingbrook Patient Participation Group

Cllr B-Evans  
Cllr Hassett  
Cllr Hemsworth  
Cllr Doe

***The meeting will reconvene under Standing Orders***

### 6. CONFIRMATION OF THE MINUTES

Chair

To resolve to approve the draft minutes of the Council Meeting held on 22<sup>nd</sup> September 2020 as a correct record and to note the action grid (Annex 6).

***Break in procedures for Chair to sign the approved minutes***

### 7. COUNCIL ADVISORY GROUPS

To receive an update of the following advisory group meetings and to resolve whether to adopt any recommendations.

- 7.1 Lapford Emergency Action Plan Committee
- 7.2 Regeneration Committee

Cllr B-Evans  
Cllr Hemsworth

### 8. PLANNING MATTERS

Cllr Heal

- 8.1 Planning Applications List – The following planning applications were received for consideration:
  - 8.1.1 20/01155/HOUSE Alterations to East and West fenestration and alterations to flat roof, Blossom Court, Lapford EX17 6AE

8.1.2

20/01119/House Erection of detached garage/studio and garden room; alterations to porch. Broomsmead Farmhouse, Lapford EX17 6NA

- 8.2 Planning Applications received after the agenda was issued – To consider any planning applications received after the publication of the agenda.
- 8.3 Mid Devon District Council Planning Decisions – The following planning decisions were received to note:
- 8.3.1 20/01155/  
HOUSE Retention of garden room at 3, Bridge Cottages Lapford EX17 6QS Refused
- 8.3.2 20/01119/  
HOUSE Retention of alterations to existing entrance to include the erection of a fence. Land and buildings at NGR 273105 108692 Higher Town Court, Rensey Lane, Lapford Granted

## 9. FINANCIAL MATTERS

- 9.1 Receipts and account balances – To receive and note the list of receipts and the bank account balances as on the list available at the meeting (Annex 9.1). Chair
- 9.2 Payments – To resolve to approve the list of payments to be made as on the list available at the meeting (Annex 9.2). Chair
- 9.3

## 10. Risk Assessment

- To receive and accept the risk assessment for the village Remembrance Sunday public event on Sunday 8<sup>th</sup> November 2020 (attached) Cllr Briant-Evans

## 11. ANNUAL ACCOUNTS 2019/20

- To resolve to approve the accounts for the year ending 2019/20 (Annex 11). Chair

## 12. ANNUAL GOVERNANCE ACCOUNTABILITY RETURN 2019/20

- 12.1 Annual Governance Statement 2019/20 – To resolve to approve Section 1 - The Annual Governance Statement (Annex 12.1). Chair
- 12.2 Accounting Statements 2019/20 – To consider and to resolve to approve Section 2 – The Accounting Statements 2019/20 and to ensure the Accounting Statements are signed by the Chair (Annex 12.2).

## 13. Website

- To receive any updates on progress with the village website and to resolve to action any matters arising as appropriate. Chair
- 14. CORRESPONDENCE AND NOTICES RECEIVED** Chair  
To note the correspondence received for circulation and to resolve to action any matters arising as appropriate
- 15. MATTERS RAISED BY THE CHAIR** Chair  
To note and consider items received after the publication of the agenda and to resolve to action any matters arising as appropriate.
- 16. COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS** Chair  
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.
- 17. DATE OF NEXT MEETING** Chair  
To note the date of the next meeting at 7:30 pm via Zoom. *(To be confirmed)*  
The deadline for agenda items is midday on the Friday two weeks preceding the meeting.
- 18. EXCLUSION OF PRESS AND PUBLIC** Chair  
To resolve that under section 1(2) of The Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of items of business if publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted as it involves the likely disclosure of personnel, commercially sensitive or legal matters.
- 19. CLOSE OF MEETING**