

Kentisbury and Trentishoe Parish Council

I hereby give you notice of a meeting of the above-named Parish Council to be held on
Monday 9th October 2023 at 7.30pm in Kentisbury & Trentishoe Village Hall

Members of the public are more than welcome to attend

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out hereunder:

AGENDA

This meeting may be recorded

01/10/23	Welcome by the Chairman and Introduction.
02/10/23	Open Public Participation Session
03/10/23	Reports: a) Police Report - b) County Council Report - County Councillor A Davis c) District Council Report - District Councillors J Patrinos/M Prowse
Closed Council Session	
04/10/23	To receive apologies for absence
05/10/23	Declarations of Members Interests
06/10/23	To approve and to sign the Minutes of the meeting held on 4th September 2023 and any other minutes not yet approved since February 2023
07/10/23	Matters arising (<i>that are not individual items listed on this agenda</i>)
08/10/23	Roles and responsibilities (reports, if any): a) Village Hall - Cllr Deen b) Mary Jones Trust - Cllr Isaac - to feed back re closure of account c) PROWS (public rights of way/footpaths) - Cllr Walley d) Play Area Inspection - Cllr Dunn e) Defibrillator report - (Cllrs Isaac, Deen, Mathers - shared). Clerk to update re Circuit and collect data from cllrs f) Human Resources - Cllr Dunn - update re clerk employment status, PAYE, advert for permanent clerk
9/10/23	K&TPC legal duties (clerk to update and cllrs to discuss & resolve next steps) a) Legal documents & policies update e.g Standing Orders, Financial Regulations, Code of Conduct etc b) Acceptance of Office forms were sent off to Member Services by clerk. Update by cllrs re Register of Interest forms and update of cllrs contact details c) Councillor training opportunities
10/10/23	Finance - clerk to update a) Clerk to update re clerk online banking access. Cllr Isaac to update re cllr online banking access. Since last meeting, as far as clerk is aware: income: £ £2,050.00 (precept) Expenditure: £0 Balance in Treasurer's bank acct: £9517.79. Balance in savings approx: £2,816. Cllrs to resolve next steps re banking and account keeping b) To approve any outstanding invoices (e.g. prev clerk invoice, cllr Isaac keys £15, Hire of village hall for year april 22-March 23 = £100). Cheques to be signed where necessary c) Grass keep update - Clerk to update from info in minutes and accounting book d) Allotment charity - update e) HMRC/VAT - update d) PKF external auditors and AGAR forms - update e) Internal auditor - to be appointed f) English Woodland Grant Scheme - clerk to update g) Citizens Advice Bureau - donation request - to be discussed.
11/10/23	New Planning applications, requiring a K&TPC response: a) Application ENPA No: 62/62/23/001 Parish: Combe Martin, Trentishoe. Location: Land adjacent to Tattiscombe Farm, EX31 4PH Proposal: Proposed raising of existing stream to allow re-wetting of existing field. Creating new ponds and wetland habitat, together with, the creation of gully into existing pond (deadline extension: 10/10/23) b) Application ENPA No: 62/50/23/017 . Application Type: Householder. Parish: Parracombe (and Kentisbury & Trentishoe border) Location: VENTION COTTAGE, PARRACOMBE, BARNSTAPLE, EX31 4QA Proposal: Proposed erection of outbuilding together with installation of door, roof light and flue to existing outbuilding. Consultation expiry date: 2/11/23
12/10/23	Planning applications, pending or decided
13/10/23	Other planning matters - inc any applications received since Agenda was compiled

14/10/23	Old School Education Foundation - Cllr Pile to update
15/10/23	Urgent items received between publication of the agenda and the Parish Council Meeting
16/10/23	The Pension Regulator correspondence update - cllrs to decide next steps
17/10/23	Correspondence
18/10/23	Website - clerk to recommend that decision re this is deferred until permanent clerk in place. Cllrs to decide.
19/10/23	Items for next agenda: draft budget Date and time of next meeting: Monday 6th November 7.30pm, Kentisbury Village Hall Consider setting December date ie Monday 4th December

Signed: *S Sheehan*

Sophie Sheehan (Clerk to Kentisbury and Trentishoe Parish Council – 4th October 2023) clerk.ktparishcouncil@gmail.com