

Issue date: 17th December 2024

Parish Clerk To: Members of Colyford Parish Council

You are hereby summonsed to an **Ordinary Meeting** of **Colyford Parish Council** on **Wednesday 5th February 2025 @ 19:00hrs At Colyford Memorial Hall Committee Room** for the purpose of transacting the business set out in the agenda below.

Clerk to Colyford Parish Council clerk@colyford-pc.gov.uk

AGENDA

1. ATTENDANCE RECORD

2. APPROVAL OF APOLOGIES FOR ABSENCE

3. DECLARATIONS OF COUNCILLORS INTERESTS-To receive any Councillors' declaration of interest in respect of items on the agenda. Note: You must also declare the nature of any personal or disclosable pecuniary interest in an item on the agenda whenever it becomes apparent that you have an interest in the business being considered.

4. MINUTES-To receive, and resolve to approve as a correct record the draft minutes of the Parish Council Meeting on Wednesday 8th January 2025.

5. REPORT FROM COUNTY COUNCILLOR

6. REPORTS FROM DISTRICT COUNCILLORS

7. PUBLIC SPEAKING-To receive any comments from members of the public relating to the Parish Council or on any future matters the Parish Council may wish to consider. (The Chair reserves the right to restrict this item to no longer than 15 minutes at any meeting, with a maximum of 3 minutes per speaker).

8. CORRESPONDENCE RECEIVED- to receive and action any matters arising from the correspondence list as appropriate (Council may also consider any correspondence received after publication of this agenda)

9. CONSIDERATION OF PLANNING APPLICATIONS-(Council may consider any applications received after publication of this agenda)

25/0073/FUL. Garage conversion and single storey extension on the North East elevation.
Location: Rhode Farm Whitwell Lane Colyford Colyton

10. CONSIDERATION OF HIGHWAY MATTERS-(Council may also consider any notifications received after publication of this agenda)

11. POLICE ADVOCATE REPORT-Cllr Wheeler

12. MEETINGS ATTENDED AND INVITATIONS RECEIVED-to report back on any meeting attended not covered under any other item and advise of invitations to meetings received -

East Devon Local Plan Consultation Launch Webinar - Evening of 6th February 2025 at 7pm on-line

13. FINANCE

1-Payment Schedule-to receive and agree to approve the payment schedules

-Regular Payments-DD to Simon Martin for payroll services-£20 paid 30.01.2025. DD HG3 for mobile phone £9.41 paid 09.01.2025

2-Bank Receipts

£20.41 Interest payment for deposit account paid on 9.01.2025

-Current Account – £1031.37

-Deposit Account- £23813.56

3-Bank Reconciliation- to be signed off by authorised Parish Councillor. Up to 31.01.2025

5-Assets – any changes to be noted.

6- Banking -Update on application for Clerk

14. PARISH MAINTENANCE

1-Village Maintenance-to receive details of any additional works carried out since the last meeting and to consider works required

-Play park maintenance as outlined in annual report-Cllr Priestley

2-Footpaths

-Missing posts & signs-reported to Devon Highways PROW- on list with the team will get to as soon as they can

-Obtaining cutting quotes for 2025-

3-Maintenance Management Plan

15. COLYFORD PARISH COUNCIL ACTION PLAN-Cllrs to report on progress of items allocated to them on Action Plan

1-Ambassadors for AONB-Cllr Manton

2-Road Safety-Cllr Watt

3-Cllrs to give update on items allocated to them

16. FUTURE AGENDA ITEMS-to receive requests from Councillors for future agenda items

17. AOB

- Cllr Priestley confirmed that he will be away for the meetings in July, August and September. Need to discuss cancelling either the July or August meeting.
- The AGM is due to be held on 2 April and also another meeting on 9 April. Need to think about speakers for the 9 April meeting. Devon and Somerset Fire and Rescue – Right Response Consultation.
- Wetlands entrance sign
- To consider annual leave request from Clerk for week commencing 10th February

18. EXCLUSION OF PRESS AND PUBLIC (Part B)-To agree that the press and public be excluded from the meeting.

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and having regard to the confidential nature of the business to be transacted, to consider and agree that the Press and Public be excluded from the Meeting for the following item(s) of business.

19. CLOSE OF MEETING

20. DATE OF NEXT MEETING – Wednesday 5th March @ 19:00hrs At Colyford Memorial Hall

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoir for the Clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.