

## HARBERTON PARISH COUNCIL

Dear Councillors. The next ordinary meeting of Harberton Parish Council will be at 7.30pm on Tuesday 10<sup>th</sup> May 2016 and held at Harberton Parish Hall.

### Public Session

From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

### Agenda

	* indicates papers provided
<b>1. Apologies</b>	
<b>2. Reports from County and District Councillors</b> for information.	
<b>3. Minutes</b> Consider the approval of the following minutes: 3.1 The Annual Parish Meeting of 12 <sup>th</sup> April 2016. 3.2 The Ordinary Meeting of the Parish Council 12 <sup>th</sup> April 2016: Part A 3.3 The Ordinary Meeting of the Parish Council 12 <sup>th</sup> April 2016: Part B CONFIDENTIAL	* * *
<b>4. Report Matters Arising from the Minutes</b> for information only 4.1 Ordinary Meeting of the Parish Council 12 <sup>th</sup> April 2016: Part A 4.2 Ordinary Meeting of the Parish Council 12 <sup>th</sup> April 2016: Part B	
<b>5. Planning</b> 5.1 To receive a report on planning decisions 5.2 To receive a report on enforcement cases (hard copy only)	
<b>6. Monthly reports</b> for information 6.1 Finance Committee update. 6.2 Neighbourhood Plan update – draft minutes from the last HNP meeting with Councillors are provided for reference. 6.3 Community Land Trust update. 6.4 Town and Parish Fund 2014 and 2015 updates. Includes notification of TAP Fund Offer Letter. 6.5 Clerk's update.	*
<b>7. To review documents required by Internal Auditor for annual audit:</b> 7.1. General Risk Assessment 7.2. Statement of Internal Control 7.3. Grants and Proof of Need Summary 2015/16 7.4. DRAFT Community Benefit Fund and Parish Council Grant Award letters with conditions for consideration 7.5. Consider developing an Anti-Fraud and Corruption Policy 7.6. PAYE Documentation and Data Back-Up procedure DRAFT for consideration	* * * * *
<b>8. Set date for Parish Clerk annual appraisal</b>	
<b>9. Correspondence</b> 20160411 Recycling and Waste Improvements - South Hams District Council 20160417 Harberton Flood problems 20160418 Notification of Road Closure – Work Ref_LM213 MB5820408 20160421 Council Leisure Procurement Update 20160422 Community Services Reconfiguration - Governing Body paper 20160428 Becoming Resilient - forum event invitation 20160428 Neighbourhood Plan Co-ordinators 20160429 CAB thank you letter 20160503 DALC Newsletter May 2016 20160503 Devon Local Flood Risk Management Update April 2016 20160504 Harberton Temporary Traffic Notices May 16-21 – East Leigh Cross to Fore Street, Gills Cross to Tristord Cross. 20160504 Traffic Notice – Little Grove Farm to Ashridge Farm 20160504 Temporary Traffic Notice – Hernaford Cross to Spanish Lane End	
<b>10. Finance</b> 10.1. Notice of income and expenditure since last meeting. 10.2. To consider payments as per the May 2016 payment schedule	*
<b>11. E-Circulars</b> for information, including Rural Services Network, Devon Home Choice, Devon County Council Community News Round-up, Public Sector Executive, Fields in Trust.	
<b>12. Matters at the discretion of the Chairman: Councillors' reports and items for future agendas</b> Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.	

13. Confirm date of the next Ordinary Meeting	
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