

## **HARBERTON PARISH COUNCIL**

Dear Councillors, the next ordinary meeting of Harberton Parish Council will be at 7.30pm on Tuesday 9<sup>th</sup> May 2018, 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.

<b>Agenda</b>	<b>* papers</b>
<b>1. Apologies</b>	
<b>2. Declaration of Interests</b>	
2.1 Register of Interests: Councillors are reminded of the need to update their register of interests.	
2.2 To declare any interests (nature and scope) on items on the agenda.	
<b>3. Reports from County and District Councillors</b> for information.	
<b>4. Minutes</b> consider approval of the minutes of:	
4.1 the Annual Parish Meeting 10 <sup>th</sup> April 2018	*
4.2 the Ordinary Meeting of Harberton Parish Council 10 <sup>th</sup> April 2018	*
4.3 the meeting of the Finance Committee of Harberton Parish Council 1 <sup>st</sup> May 2018	*
<b>5. Report Matters Arising from the Minutes</b> for information only Harberton Playing Field Association (HPFA) Fire Area (Clerk) Devon Air Ambulance Trust Community Landing Site Harbertonford Defibrillator Kiosk Light (Clerk) Community Speed Watch (Clerk) Highways issues (Clerk) Oak at Fork Cross (Cllr S.Hockings) Bow Road line painting (Clerk) Parish Map of Buddle Holes (Clerk/Cllr Waite) Farm Pollution at Jackman's Lane (Clerk) Harbertonford Bus Shelter Seat and Guttering (Cllrs Bowley and S.Hockings)	
<b>6. Planning</b>	
6.1 Receive a report on planning decisions	
6.2 Receive a report on enforcement cases (for information only).	
<b>7. Monthly reports</b>	
7.1 Finance Committee	
7.1.1 Report	
7.1.2 Consider Finance Committee recommendation on Clerk's annual appraisal	
7.2 Neighbourhood Plan update	
7.3 Community Land Trust update	
7.4 Town and Parish Fund 2017/18: Totnes Rural Area Youth Engagement Project	*
7.4.1 Update	
7.4.2 Consideration on the proposed agreement with TRAYE	
7.5 Clerk's update	
<b>8. Document review</b> required as part of annual audit:	
8.1 Statement of Internal Control	*
8.2 Grants and Proof of Need Summary 2017/18	*
8.3 Confirmation of bank signatory arrangements	
8.4 Protocol on recordings of meetings	*
8.5 Treatment of anonymous letters	*
<b>9. Annual Audit</b>	
9.1 Receive Internal Auditor's report	
9.2 Consider Annual Governance Statement	
9.3 Consider Annual Accounting Statements	
9.4 Consider Notice of Date of Commencement of Period for the Exercise of Public Rights	
<b>10. Harberton Bus Shelter</b> Consider quotations	
<b>11. Correspondence</b>	
11.1 <u>20180412 Devon Air Ambulance</u> Letter of support for DAAT site in Harberton	
11.2 <u>20180416 Greater Horseshoe Bats Supplementary Planning Document</u> information on drop in event	
11.3 <u>20180418 AONB Partnership Committee Parish Council report</u> Update on Management Plan review for information	
11.4 <u>20180419 Keep your tops on!</u> Campaign to raise awareness to keep jar and bottle lids on when recycling glass and plastics	
11.5 <u>20180427 Devon Community Resilience Fund</u> Notification of approval of funding	
11.6 <u>20180427 Your latest newsletter from Devon ALC</u> includes information about the exemption of Parish Councils from the requirement to appoint a Data Protection Officer (DPO) and expectations surrounding compliance with GDPR	

<b>12. Finance</b> 12.1 Notice of income and expenditure since last meeting. 12.2 Consider Clerk salary increase as per new payscales for 2018/19 12.3 To consider payments as per the May 2018 payment schedule	*
<b>13. 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, Emergency Planning newsletter.	
<b>14. 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.	
<b>15. Date of next ordinary meeting</b>	