

## HARBERTON PARISH COUNCIL

Dear Councillors, the next ordinary meeting of Harberton Parish Council will be at 7.30pm on Tuesday 12<sup>th</sup> June 2018, Harbertonford CE Primary School.

**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	* papers
<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. Chair to sign acceptance of office</b>	
<b>4. Reports from County and District Councillors</b> for information.	
<b>5. Minutes</b> consider approval of following minutes:	
5.1 Annual Parish Meeting of Harberton Parish Council 8 <sup>th</sup> May 2018	*
5.2 Ordinary Meeting of Harberton Parish Council 8 <sup>th</sup> May 2018	*
<b>6. Report Matters Arising from the Minutes</b> for information only <u>Confirmation of representation on committees</u> (Cllrs Broom and Davidson) <u>Devon Air Ambulance Community Landing Site</u> (Clerk) <u>Harbertonford Defibrillator Kiosk Light</u> (Clerk) <u>Community Speed Watch</u> (Clerk) <u>Parish Map of Buddle Holes</u> (Clerk) <u>Harberton Bus Shelter</u> (Clerk) <u>Harbertonford Bus Shelter Maintenance</u> (Cllr Bowley) <u>Grass Cutting Access to Harbertonford Park</u> (Clerk/Cllr Beamish) <u>Annual Insurance Premium</u> (Clerk)	
<b>7. Planning</b>	
7.1 Consideration of the following planning applications:	
7.1.1 <u>0400/18/ARM</u> Application for approval of reserved matters following approval 2634/15/OPA for conversion of barn to 1no. live/work unit, 1no. workshop and 1no. holiday let. At Little Grove Farm, Harberton	
7.2 <u>Receive a report on planning decisions</u>	
7.3 <u>Receive a report on enforcement cases</u> (for information only).	
<b>8. Monthly reports</b>	
8.1 <u>Finance Committee Update</u>	
8.2 <u>Neighbourhood Plan update</u>	
8.3 <u>Community Land Trust update</u>	
8.4 <u>Town and Parish Fund 2017/18</u>	
8.5 <u>Clerk's update</u>	
<b>9. Annual Audit</b>	
9.1 <u>Receive Internal Auditor's report and note observations</u>	
9.2 <u>Annual Governance Statement</u>	
9.2.1 <i>Consider the findings of the review by the members meeting as a whole</i>	
9.2.2 <i>Approve Governance Statement</i>	
9.3 <u>Annual Accounting Statements</u>	
9.3.1 <i>Consider the Accounts Statements by the members meeting as a whole</i>	
9.3.2 <i>Approve the Accounting Statements by resolution</i>	
9.3.3 <i>Ensure the accounting statements are signed and dated by the person presiding at the meeting</i>	
9.4 <u>Consider Notice of Date of Commencement of Period for the Exercise of Public Rights</u>	
<b>10. Parish Car Parks</b>	
10.1 <u>Harbertonford Carpark Surface</u> Consider tenders	
10.2 <u>Harberton Parish Hall Upper Car Park</u>	
10.2.1 <i>Receipt of letter from Harberton Playing Field Association</i>	
10.2.2 <i>Review updated letter to residents</i>	*
<b>11. Community Emergency Plan</b> Agree approach to drafting a new plan for the Parish	
<b>12. GDPR</b> Review proposed documents as produced by the Clerk	
12.1 <u>Information and Data Protection Policy</u>	*
12.2 <u>Data Security Breach Reporting Form</u>	*
12.3 <u>Subject Access Request Form</u>	*

<p><b>13. Correspondence</b></p> <p>13.1 <u>20180503 Sign for parish hall and empty properties</u></p> <p>13.2 <u>20180510 Your latest newsletter from Devon ALC May</u> reminder that GDPR applies</p> <p>13.3 <u>20180514 St Andrew's Church PCC Request for grant for graveyard maintenance.</u></p> <p>13.4 <u>20180518 Dart Estuary Forum meeting invite 18June18</u> for consideration</p> <p>13.5 <u>20180518 Your council for the new year</u> update on new chair and vice chair at South Hams District Council</p> <p>13.6 <u>20180521 You don't want to go without SSL much longer</u> consider purchasing SSL certificate for Parish Council website</p> <p>13.7 <u>20180601 Parking Order Amendments Notice of consultation</u></p> <p>13.8 <u>20180602 Harberton Parish Hall Parish Council re 2018_19</u> For consideration</p> <p>13.9 <u>20180604 Office of the Police and Crime Commissioner's Small Grant Scheme Launch</u> consider applying for grants from £250 to tackle anti-social behaviour</p> <p>13.10 <u>20180604 Devon Air Ambulance proposal for a night-landing site in Harberton</u> questions comments from Harberton resident</p> <p>13.11 <u>20180605 Council consults on ways to improve library services to rural and isolated communities</u></p>	
<p><b>14. Finance</b></p> <p>14.1 <u>Notice of income and expenditure since last meeting.</u></p> <p>14.2 <u>To consider payments as per the June 2018 payment schedule</u></p>	*
<p><b>15. 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.</p>	
<p><b>16. 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.</p>	
<p><b>17. Date of next ordinary meeting</b></p>	