



## Clyst Honiton Parish Council

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### **To: all Members of Clyst Honiton Parish Council**

For information: County and District Ward Members, press and public

Issue date: Tuesday 7<sup>th</sup> January 2020

*The Parish Council is grateful for the attendance and reports presented by both Councillors and external organisations. Due to the large number of issues affecting the Parish, it would be most appreciated if reports could be kept concise and to the point.*

You are hereby summoned to attend the meeting of **Clyst Honiton Parish Council** on **Tuesday 14<sup>th</sup> January 2020 at 7.00pm**, in the **Hampton at Hilton Hotel**, for the purpose of transacting the business on the following agenda

*Rob Martin*

**Clerk to Clyst Honiton Parish Council**

### **AGENDA**

#### **20/151 APOLOGIES**

##### **To receive apologies for absence**

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

#### **20/152 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)**

##### **To receive declarations of interest in items on the agenda**

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

#### **20/153 MINUTES**

To approve and sign as a correct record the minutes of the Parish Council meeting held on 10<sup>th</sup> December 2019.

#### **20/154 CONFIDENTIAL ITEMS**

To note there are no items to be dealt with under this heading

*The Chairman will declare the meeting out of session*

#### **20/155 REPORTS FROM OTHER ORGANISATIONS**

##### **To receive reports from:**

- a) Exeter and East Devon Growth Point
- b) Exeter International Airport
- c) East Devon District Councillors

- d) County Councillors
- e) Clyst Honiton PCC
- f) Clyst Honiton Community Association, including an update on the progress of the Village Fete.

**20/156 PUBLIC PARTICIPATION**

To receive Community Updates and Communications and answer questions from the public on matters concerning the Parish Council.

*(Members of the public are welcome to attend and speak on this agenda item)*

*The Chairman will declare the meeting back in session*

**20/157 COUNCIL REPORTS**

- a) To receive the Clerk's Report & consider the Action List progress attached.
- b) To receive the Chairman's report
- c) To receive the Village Maintenance report
- d) **Clyst Honiton Neighbourhood Plan and Neighbourhood Development Order**  
– to receive a report from the Neighbourhood Plan lead on progress since the last meeting and to consider recommendations contained therein.

**20/158 CLIMATE CHANGE EMERGENCY**

The District and County Councils alongside some town and parish councils have declared the existence of the Climate Change Emergency and are looking at ways that they can support attempts to ameliorate the effects. The Parish Council should consider declaring its support, and discuss how its work can become more environmentally sound.

**20/159 HOUSING NEEDS SURVEY (HNS) FORM DISTRIBUTION**

The HNS forms have been printed and delivered to the Clerk. Council needs to determine how these are going to be delivered to every household and in the village, and what contact with occupants should be attempted by those delivering. It will be necessary for the confidential nature of the information being asked for to be clearly highlighted, ensuring people that it will not be available to the Parish Council.

**20/160 BANK RECONCILIATION**

To approve the 30<sup>th</sup> November 2019 Bank Reconciliation statement.

**20/161 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET**

To receive the attached statement of Receipts and Payments compared to Budgets for the period from 1<sup>st</sup> April to 30<sup>th</sup> November 2019.

**20/162 PAYMENT SCHEDULE**

To approve the payment of the invoices on the schedule below for the period since the last meeting, as below:

Payee	Services	Amount £	Payment No.
RJ Martin	Expenses	10.00	201910
The Payroll Bureau	Payroll Services Oct to Dec	48.48	201910

	<b>2019</b>		
<b>RJ Martin</b>	<b>Clerk's Salary January 2020</b>	<b>993.43</b>	<b>201910</b>
<b>Devon CC Pension Fund</b>	<b>Pension Contributions</b>	<b>275.60</b>	<b>201910</b>
<b>HMRC</b>	<b>National Insurance</b>	<b>Not yet known</b>	<b>201910</b>

In addition, payments will be made for invoices received since the agenda was set. Items in **bold** will be made following the meeting.

#### **20/163 PLANNING APPLICATIONS**

To consider the following Planning Application and to agree comments:

<b>Reference</b>	<b>Location</b>	<b>Proposal</b>
19/2658/FUL	Fair Oak Cottage Clyst Honiton EX5 2BH	Creation of 10 parking spaces for commercial use

#### **20/164 CORRESPONDENCE**

To receive a report on correspondence not yet circulated.

#### **20/165 DATE OF NEXT MEETING**

The next scheduled meeting of Clyst Honiton Parish Council is on Tuesday 11<sup>th</sup> February 2020, at 7pm in the Hampton at Hilton Hotel.

#### **20/166 MEETING CLOSURE**