

Modbury Parish Council Virtual Annual Meeting

Tuesday 4 May 2021, 7.00 pm

To all Members of the Council

You are hereby summoned to attend the remote annual meeting of Modbury Parish Council to be held on Tuesday 4th May at 7.00 p.m. for the purpose of transacting the following business.



Sally Smale, Clerk to Modbury Parish Council

27th April 2021

AGENDA

Members of the public and press are welcome to attend:

Modbury Parish Council Annual Meeting

May 4, 2021 19:00

Join Zoom Meeting

<https://us02web.zoom.us/j/85069017927?pwd=T1RWZHpGWXJ3Y05pQm1XbHRaWkp3Zz09>

Meeting ID: 850 6901 7927

Passcode: 345890

2021 54 Election of officers

1. Election of Chairman (Completion of Declaration of Acceptance of Office will take place later)
2. Election of Vice-Chairman (Completion of Declaration of Acceptance of Office will take place later)

2021 55 Apologies: To receive apologies and to approve reasons for absence.

2021 56 In accordance with the Public Bodies (Admission to Meetings) Act 1960, S1(2), the Council is to determine which items, if any, should be taken with the public excluded

Devon Councillor's and District Councillor's Reports

Open Forum: 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 which will commence at 7.10pm.

2021 57 Declarations of pecuniary and other interests

- a) Register of interests: Councillors are reminded of the need to update their register of interests within 28 days if there have been any changes to their circumstances. (It is a criminal offence not to do so).
- b) To declare any pecuniary and other interests in items on the agenda. (Councillors with a pecuniary interest must leave the meeting for the relevant items).

2021 58 Minutes of Meeting 6th April 2021

- a) To approve the minutes (distributed previously)
- b) Clerk will review/report on progress of actions in Appendix II Action Plan (distributed previously)

2021 59 To review the Committees, sub-committees and working groups and their delegation arrangements and terms of reference (scheme of delegation distributed previously)

2021 60 To formerly appoint the new Complaints Review Committee in accordance with item 4 in the complaints policy and procedure.

The Review Panel is a Committee of the Parish Council. The panel will be constituted of six members to ensure that three members of the committee are available, at short notice, to review a complaint. The Review Panel has delegated authority from the Parish Council to review and decide on complaints.

2021 61 To agree representation by members on the committees, sub-committees, working groups and other bodies as detailed in the Scheme of Delegation (Distributed previously)

2021 62 To consider representation on the “Catch up with your Local Policing Team” group

2021 63 To approve Parish Council arrangements

To confirm insurance arrangements – BHB three years to end of March 2024

To review subscriptions to other bodies:

DALC £410.00

Orchard Link £12.00

ICO £35.00

IDALC £7.00

To consider whether to engage the services of a paid Lengthsman as and when needed.

2021 64 To determine meeting dates for the year

2021 65 To review and adopt the following policies and council documents:

Emergency Plan (revised Jan 2021)	Planning Policy
Child Protection Policy	Privacy Policy
Statement of Internal Control (revised May 2021)	Protocol for Public Participation
Anti Fraud and Corruption Policy	Publication Scheme
Code of Conduct (revised May 2021)	Register of Fixed Assets (Revised March 2021)
Complaints Policy	Reserves Policy (New March 2021)
Disciplinary Procedure (New May 2021)	Risk Schedule
Equality and Diversity Policy (New May 2021)	Scheme of Delegation (New May 2021)
Financial Regulations (Revised May 2021)	Social Media Policy (New May 2021)
Grievance Policy (New May 2021)	Standing Orders (Revised May 2021)
Health and Safety Policy	Training and Development Policy (New May 2021)

2021 66 To consider the following Planning applications (Parish Councillors are expected to have reviewed the planning application documents prior to the meeting on line). (Recommendation options are: No Comments/Support/ Objection/See Comments.)

- a) 0710/21/HHO Mr and Mrs Mason Householder application for proposed demolition of existing two storey extension with replacement single storey extension and proposed alterations and restoration of existing dwelling and annexe. Kingsland Brownston Street Modbury PL21 ORQ **AND**
0711/21/LBC Mr and Mrs Mason Listed building consent for proposed demolition of existing two storey extension with replacement single storey extension and proposed alterations and restoration of existing dwelling and annexe Kingsland Brownston Street Modbury PL21 ORQ
- b) 0798/21/FUL Mr Luke Clement - BASE Property Support Retrospective application for rebuilding of existing first floor wall. 5 Broad Street Modbury PL21 OPS
- c) 0799/21/HHO Mr and Mrs West Householder application for proposed demolition of existing outbuilding and construction of replacement single storey extension, alterations and landscaping 18 Brownston Street Modbury PL21 ORG **AND**
0800/21/LBC Mr and Mrs West Listed building consent for proposed demolition of existing outbuilding and construction of replacement single storey extension, alterations and landscaping. 18 Brownston Street Modbury PL21 ORG
- d) 0957/21/HHO Susan Malyon Householder application for replacement of existing rear extension with new rear extension Spring Cottage 4 New Road Modbury PL21 OQQ
- e) 1151/21/HHO Householder Application for Proposed garden room to replace existing conservatory 15 The Priory. Modbury PL21 OTL
- f) 0821/21/VAR Application for variation of conditions 1 (approved drawings) of planning consent 1373/16/FUL (Retrospective) Calancombe, Modbury PL21 OTU
- g) 0802/21/FUL Provision of farm shop and cafe known as The Ring Feeder (Resubmission of 3800/20/FUL) Colmer View Farm, Modbury PL21 OSG

2021 67 Finance

- a) To consider the payments as listed in Appendix 1
- b) To receive the financial statement Appendix 1
- c) To Receive the End of Year Accounts (including MARS) (Distributed previously)

This item will only be considered at the meeting if the internal audit report is available to distribute to Councillors with sufficient time for them to review.

2021 68 Annual Governance and Accountability Return (Distributed previously)

- a) To receive the annual internal audit report and agree any actions in response to it
- b) To approve Section 1 of the Annual Governance Statement 2020-2021
- c) To approve Section 2 Accounting Statements 2020-2021
- d) To agree the dates for the period for the exercise of public rights

(The inspection period must be 30 working days inclusive and must include the first 10 working days of July.)

2021 69 Memorial Hall Play Area update:**2021 70 Committees, Sub-committees and Working Groups: To receive updates (If any) from Committees, sub-committees, working Groups not dealt with earlier.****2021 71 To consider correspondence received:**

- a) Installation of road humps on Poundwell Street/ Church Lane
- b) Some blue badge holders are using the disabled parking bay in Galpin Street as a long term parking spot - sometimes for 48hrs or more – propose that the parking bay be marked up with an enforceable time limit to ensure it is not abused as a personal parking spot.
- c) Request for use of office by CAB
- d) Kingsbridge and Salcombe Chamber of Commerce - Platform to impress, for local businesses and communities

PART 2 (To be taken with the public excluded)**2021 72 Memorial Hall Play Area – commercial and financial considerations****2021 73 Highways Maintenance – commercial and financial considerations**