

Black Torrington Parish Council

Penstowe, Staddon Road, Holsworthy, EX22 6NH
Telephone: 07481 444515 Email: clerkblacktorrington@outlook.com

PUBLIC NOTICE

You are invited to attend a **Meeting of Black Torrington Parish Council**, which will be held on **Wednesday, 27th June 2018**, at the **Chapel School Room**, Black Torrington, at **7.00 pm** for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend.



Clare Dalley (Mrs)
Parish Clerk

20th June 2018

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

1. **To receive and accept apologies** (Please make any apologies known to the Parish Clerk)
2. **Declarations of Interest** - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
3. **Parish Council Minutes** - To approve and sign the minutes of the Black Torrington Parish Council meeting held on 2nd May 2018, as a correct record.
4. **Matters Arising** - At the direction of the Chairman, to report on matters arising from the minutes of the Meetings held on 2nd May 2018, for information only.
5. **Public Question Time** - To receive questions from members of the public relevant to the work of the Council.
6. **Chairman's and Clerk's Announcements** - To receive any announcements which the Chairman and Clerk may wish to make. For information only.
7. **Order of Business** - At the discretion of the Chairman, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public.
8. **Police Report** - To receive the Police report. For information only.
9. **To receive a presentation from Mr Paul Mills regarding the creation of a 'helping hand' register of volunteers.**
10. **To receive a report from the Playing Field Committee.**

11. **To consider a grant funding request from the Playing Field Committee for £4,500, which will be used as match funding towards the purchase of new play equipment.** (Further information will be issued with the agenda.)
12. **To receive a report from the Village Hall Committee.**
13. **To receive an update on the infestation of rats in the village.**
14. **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 1st April 2018 to 20th June 2018 inclusive and to receive the bank reconciliation.** (The schedule of payments, receipts and bank reconciliation will be issued prior to the meeting.)
15. **Budget Review - To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
16. **To consider the internal audit report from the Council's Internal Auditor, Mr Tim Cartwright, for the financial year 2017-2018 and agree any action.** (A copy of the report will be issued prior to the meeting.)
17. **To receive and agree the Council's accounts for the financial year 2017-2018.** (A copy of the documentation will be issued prior to the meeting.)
18. **To consider and agree the Annual Governance Statement 2017/18 detailed in the external audit annual return.** (A copy of the annual return will be issued prior to the meeting.)
19. **To discuss and agree the Annual Accounting Statements 2017/18 detailed in the external audit annual return.** (A copy of the annual return will be issued prior to the meeting.)
20. **To consider whether the Council wishes to submit an Annual Governance and Accountability Return to the external auditor at a cost of £200 plus VAT, or whether it wishes to certify itself as exempt having reviewed the exemption criteria.**
21. **Torrige District Council - Planning Applications** [TDC Planning Public Access Portal](#)
Torrige District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: [1/0554/2018/CPE](#)
 Proposal: Certificate of Existing Lawful Use for the use of garage as C3-dwellinghouse
 Location: Hole Station, Highampton, Beaworthy, Devon
 Applicant: Mr Gregory Brown

Reference: [1/0551/2018/FUL](#)
 Proposal: Extension and installation of lift and internal alterations
 Location: Blake House Surgery, Bowhay Close, Black Torrington, Beaworthy
 Applicant: Dr A Howlett

22. **Torrige District Council - Planning Decisions**
Torrige District Council, the determining Authority, has APPROVED the following applications with conditions as filed:

Reference: 1/0218/2018/FUL
Proposal: Retrospective application for replacement of conservatory, sitting room and utility area at rear of property
Location: Hole Station, Highampton, Beaworthy, Devon

Reference: 1/0321/2018/FUL
Proposal: Proposed dwelling
Location: Long Cross House, Sheepwash, Beaworthy, Devon

23. **To consider and agree the new Calendar of Meetings for the year.** (A copy of the new calendar will be issued with the agenda.)
24. **To agree/amend a new Black Torrington Parish Council Data Protection Privacy Policy, General Privacy Notice and Privacy Notice for Staff, Councillors and Role Holders in accordance with the new General Data Protection Regulation.**
25. **To consider the provision of a phone for the Clerk and agree a course of action.**
26. **To consider paying the Clerk for additional hours worked and agree a course of action.**
27. **To confirm that the Council wish to open up the Devon Local Government Pension Scheme to the Parish Clerk.**
28. **To discuss the Black Torrington Times Newsletter, including its production, advertising and delivery and agree any actions.**
29. **To consider Devon County Council's and Libraries Unlimited consultation regarding improvements to the library service in rural and isolated communities in Devon and agree any actions.** (Further information will be issued with the agenda.)
30. **Councillor Reports** - At the discretion of the Chairman, to receive reports from Councillors (Parish, District, and County) and representatives of the Council - strictly for information only.
31. **Correspondence and Matters To Note - To receive Council correspondence and matters to note as detailed below.** (Copies of the correspondence and matters to note will be issued with the agenda.)

Correspondence

1. *Caretaking of War Memorial*
2. *HMRC – VAT Treatment – playing field equipment*
3. *P3 – Scheme 2018 -2019*
4. *Save Our Hospital Services – Invitation*
5. *Barnstaple Town Council – Devon Records Office*
6. *SWW – Rat Update*
7. *PKF Littlejohn – confirm ext to audit deadline*

Matters To Note

1. *DALC Newsletter – June*
2. *DALC Newsletter – May*
3. *TDC – Watersports Survey*
4. *P3 – Brushcutter training available*
5. *TDC – Gambling Act Consultation*

32. **Close**