

Black Torrington Parish Council

To All Black Torrington Parish Councillors,

You are hereby summoned to attend a **Meeting of Black Torrington Parish Council**, which will be held on **Wednesday 12th September 2018**, at the **Chapel School Room**, Broad Street, 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.

Mr Donald Osborne
Parish Clerk

7th September 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 27th June 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 27th June 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. 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.
- 10. Torridge District Council - Planning Applications - TDC Planning Public Access Portal**
Torridge District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: 1/0761/2018/FUL
Proposal: Retrospective application for forestry storage shed
Location: Land at Grid Reference 243829 102670, West Chilla, Devon

Reference: 1/0771/2018/REM
Proposal: Reserved matters application for one dwelling (access, appearance, landscaping, layout and scale) pursuant to application 1/1110/2016/OUT.
Location: Chestnut, Chilla, Beaworthy, Devon

Reference: 1/0921/2018/FUL
Proposal: Proposed car park extension
Location: Black Torrington Village Hall, Black Torrington, Devon

11. Torrridge District Council - Planning Decisions

Torrridge District Council, the determining Authority, has **APPROVED** the following applications with conditions as filed:

Reference: 1/0551/2018/FUL
Proposal: Extension and installation of lift and internal alterations
Location: Blake House Surgery, Bowhay Close, Black Torrington

Reference: 1/0620/2018/FUL
Proposal: Retrospective application for an agricultural barn
Location: Land adjacent to Black Torrington Reservoir, Black Torrington

Torrridge District Council, the determining Authority, has **REFUSED** the following applications with conditions as filed:

Reference: 1/1112/2017/CPE
Proposal: Certificate of existing lawful development for the siting of two mobile homes for residential use
Location: Green Acres, West Chilla, Devon, EX21 5XQ

Reference: 1/0554/2018/CPE
Proposal: Certificate of existing lawful use for the use of garage as C3-dwellinghouse
Location: Hole Station, Highampton, Beaworthy

- 12. Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 23rd June 2018 to 31st August 2018 inclusive and to receive the bank reconciliation.** (The schedule of payments, receipts and bank reconciliation will be issued prior to the meeting.)
- 13. Budget Review - To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
- 14. To discuss the Black Torrington Parish Plan.** (This item has been requested by Cllr Riches-Mills)
- 15. To nominate Councillors to act as Parish Council representatives by attending meetings on matters relating to Black Torrington Parish.** (This item has been requested by Cllr Riches-Mills)
- 16. To discuss the sign at Windmilland Cross.** (This item has been requested by Cllr Riches-Mills)

17. **To consider waste and recycling and in particular the privacy and the scope of Torrington District Council.** (This item has been requested by Cllr Riches-Mills)
18. **To discuss the official status of the current Black Torrington Playing Field Committee.**
19. **To amend/agree new Black Torrington Parish Council Standing Orders.** (A copy of the new Standing Orders, prepared by the Parish Clerk will be issued with the agenda.)
20. **To amend/agree new Black Torrington Parish Council Financial Regulations.** (A copy of the new Financial regulations, prepared by the Clerk will be issued with the agenda.)
21. **To agree/amend a new Black Torrington Parish Council Scheme of Delegation.** (A copy of the new Scheme of Delegation prepared by the Parish Clerk will be issued with the agenda.)
22. **To agree/amend a new Black Torrington Parish Council Pension Discretions Policy.** (A copy of the new policy prepared by the Parish Clerk will be issued with the agenda.)
23. **To agree/amend a new Black Torrington Parish Council War Memorial Policy.** (A copy of the new policy prepared by the Parish Clerk will be issued with the agenda.)
24. **To agree/amend a new Safeguarding Policy.** (A copy of the new policy prepared by the Parish Clerk will be issued with the agenda.)
25. **To agree/amend a new Document Retention Policy.** (A copy of the new policy prepared by the Parish Clerk will be issued with the agenda.)
26. **To agree/amend a new GDPR Consent Form.** (A copy of the new form prepared by the Parish Clerk will be issued with the agenda.)
27. **To agree/amend a new Training & Development Policy.** (A copy of the new policy prepared by the Parish Clerk will be issued with the agenda.)
28. **To agree/amend a new Equal Opportunities Policy.** (A copy of the new policy prepared by the Parish Clerk will be issued with the agenda.)
29. **To agree/amend a new Communication & Media Policy.** (A copy of the new policy prepared by the Parish Clerk will be issued with the agenda.)
30. **To agree/amend a new Social Media and Electronic Communication Policy.** (A copy of the new policy prepared by the Parish Clerk will be issued with the agenda.)
31. **To agree/amend a new Anti-Fraud & Corruption Strategy.** (A copy of the new strategy prepared by the Parish Clerk will be issued with the agenda.)
32. **To agree/amend a new Whistleblowing Policy & Procedure.** (A copy of the new policy and procedure prepared by the Parish Clerk will be issued with the agenda.)
33. **To agree/amend a new Complaints Procedure.** (A copy of the new procedure prepared by the Parish Clerk will be issued with the agenda.)

34. **To agree/amend a new Venue Hire Booking Form together with Terms and Conditions for Hire.** (A copy of the booking form and terms and conditions will be issued with the agenda.)
35. **To review the progress made on the Council getting up to date.**
36. **To receive a report from the Playing Field Committee.** (A copy of the report will be issued with the agenda.)
37. **To receive a report from the Village Hall Committee.** (A copy of the report will be issued with the agenda.)
38. **To receive an update on the infestation of rats in the village and the Parish Council's efforts to assist residents.**
39. **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. *Barnstaple Town Council – North Devon Records Office*
2. *Came & Co – Insurance Confirmation*
3. *Cllr B Parsons – Road hole update*
4. *DCC Highways- Update on Roadmap bulletin*
5. *DCC Road Warden Scheme – PPE Requirements*
6. *Devon Food Waste Conference – Invitation*
7. *ND Healthcare – Invite to AGM*
8. *Peninsula Pensions – Confirmation Parish Clerk can join LGPS*
9. *Police Merger*
10. *Resident – Photo for social media*

Matters To Note

1. *Hatherleigh & Shebbear - Stakeholder Briefing*
2. *DALC Newsletter*
3. *Cllr B Parsons – Cllr Update*
4. *Communities Together Fund*
5. *DALC News 24th July*
6. *DALC Newsletter – August 2018*
7. *Holsworthy Area Advisory Group Minutes*
8. *Holsworthy Hospital Update 4*
9. *Holsworthy Hospital Update 5*
10. *Media Release – Holsworthy Hospital*
11. *Parish Paths Summer Newsletter*
12. *TDC Local Plan Modifications*

40. **Close**