

CULMSTOCK PARISH COUNCIL

Website: www.culmstock-pc.org.uk

Chairman: Lizzie Jones.

Clerk: Melanie Shore.

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Notice of a meeting of the Parish Council to be held on Wednesday 13th April 2022 in Culmstock Village Hall. *This meeting will follow immediately after the Annual Parish Meeting which is to be held at 7pm.*

Members of the Public are welcome to attend and may address the Council at the start of the meeting. To ensure that the meeting runs as smoothly as possible, anyone wishing to speak, should endeavour to notify the Clerk by noon on the day of the meeting. This is to ensure that the layout of the room is set up to accommodate all present safely. If you feel unable to attend in person but would like to speak please contact the Clerk. At the discretion of the Chairman, the democratic period is limited to 15 minutes, and individuals may be limited to 3 minutes. No decision can be taken on issues raised within Public Question Time unless the matter is already an item on the agenda.

To Members of the Council: You are hereby summonsed to the join the above meeting for the purpose of transacting the following business.

AGENDA

1. Democratic Period.
2. Apologies.
3. Co-option of a Parish Councillor.
4. Declarations of Interest.
5. Approval of Minutes: of the meeting of the Parish Council held on 09/03/22.
6. Matters Arising.
7. **Planning and Planning Correspondence/Information.**
 - 7.1 Applications to be considered.
[22/00603/HOUSE](#) Erection of garden shed. 4 Earland Rise, Culmstock. EX15 3FY.
 - 7.2 Results of applications from Mid Devon District Council.
-22/00024/FULL Change of use of hotel (Use Class C1) to residential dwelling (C3) and use of annexe as holiday let. The 17th Century Hotel, Burlescombe. EX16 7JY. Approved.
 - 7.3 Any other planning matters.
8. **Connecting The Culm.** (i) Upcoming River Community Café events (ii) Communication received from The Culm Catchment Officer.
9. **Finance.**
 - 9.1 To note the bank balance as at 31/03/22 - £31,874.15. Credits received in respect of cemetery fees: 01/03 £400 (2 transfers). Direct Debit 04/03 Nest £98.44, 11/03 ICO Subscription £35.
 - 9.2 To resolve to make payments:
 - Chq 1660 £ 27.08 SMA Services Ltd. Payroll provider.
 - Chq 1661 £ tbc Clerk salary & expenses.
 - Chq 1662 £ tbc Parish warden salary & expenses.
 - Chq 1663 £ 366.89 HMRC. Quarterly PAYE.
 - Chq 1664 £ 16.00 Culmstock Village Hall. Room hire.
 - Chq 1665 £ 45.00 Geosphere Ltd. Parish Online subscription.
 - Chq 1666 £ 133.94 The Old Well Garden Centre Ltd. Trees re: NACO Tree Planting Day.
 - Chq 1667 £ 129.60 Vision ICT. Hosting of six email accounts.
 - Chq 1668 £ 95.00 Institute of Cemetery & Crematorium Management. Annual subscription.
 - 9.3 Previously agreed funding towards celebrations to mark the Jubilee - to raise a cheque for deposits/bookings if required. Cllr. Mrs Zebedee.
 - 9.4 To note the invoice from Devon Association of Local Councils.

9.5 Audit 2021/22.

9.5.1 Notification & dates and arrangements for the internal audit.

9.5.2 Unaudited accounts - Income and Expenditure and bank reconciliation as at 31/03/22.

9.6 Any other financial matters.

10. Reports.

10.1 The Clerk.

10.2 Highways.

10.3 P3/Footpaths.

10.4 Any other reports.

11. Collier's bridge project.

12. Culmstock Play Area and Pavilion.

12.1 Improvements to the Play Area - to consider the purchase of a skate ramp as offered by another Parish.

12.2 Any other matters.

13. Culmstock Cemetery.

14. The Queen's Platinum Jubilee.

14.1 Report on NACO Tree Planting Day of 11/03/22.

14.2 Any other matters.

15. Correspondence & Any Other Consultations. Thank you from Citizens Advice Bureau.

16. Replacement Bench on Culmstock Beacon.

16.1 Quotations received.

17. Items for information, future agenda items, and future meeting dates. 18/05/22 at 7.30pm.

COVID-19 Attendees should observe the prevailing Covid guidance. Individuals must not attend a meeting if they are displaying any Covid-19 symptoms, or have been in close contact with anyone that has Covid-19. Attendees should maintain a degree of social distancing where practical including seating arrangements. Face coverings are encouraged in crowded, enclosed spaces. The agenda is available electronically and individuals that wish to refer to the agenda must do so via their own device or bring their own printed copy which must be taken away by the individual at the end of the meeting. Sharing of items is discouraged.