

## CULMSTOCK PARISH COUNCIL

Email: clerk@culmstock-pc.org.uk

Chairman: Lizzie Jones. Tel: 01823 681476 Clerk: Melanie Shore-Quinain. Tel: 01884 266502

**Notice of the Annual Meeting of the Parish Council to be held on Monday 20th May 2019 in Culmstock Village Hall at 7.00pm.** Members of the Public are invited to attend and may address the Council at the start of the meeting.

**All councillors to complete and sign Declaration of Acceptance of Office of Parish Councillor forms for retention by the Clerk.**

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

### AGENDA

- 1. Election of Officers:**
  - 1.1 Chairman.
  - 1.2 Chairman to sign a Declaration of Acceptance of Office form.
  - 1.3 Vice Chairman.
2. Welcome and introductions.
3. To confirm that the Parish defibrillator is in working order as at the meeting date.
4. **Democratic Period.** *Parishioners are reminded that at the discretion of the Chairman, representations may not exceed a period of three minutes.*
5. **Apologies:** Cllr. G Bass.
  - 5.1 To pre-approve apologies.
6. **Co-option of Parish Councillors.**
7. **Declarations of interest.**
8. **Appointment of representatives to advisory/working groups.**
  - 8.1 Planning.
  - 8.2 P3/The Parish Paths.
  - 8.3 Playing Field.
  - 8.4 Highways.
  - 8.5 Cemetery.
  - 8.6 Culmstock Village Hall.
  - 8.7 Parish Magazine.
  - 8.8 Allotment Society.
  - 8.9 Access, Common Land and Beacon.
  - 8.10 Finance.
  - 8.11 Governing Body of the Primary School.
  - 8.12 Blackdown Hills Parishes Network.
  - 8.13 Website.
  - 8.14 Emergency.
  - 8.15 Personnel .
  - 8.16 Collier's bridge project.
9. Forms for completion/collection: Register of Parish and Town Council Members' Interests, Councillor Privacy Notices.
10. To agree to permit the signing of the Declaration of Office forms before or at the start of the next meeting, with reference to those councillors that have sent apologies.
11. **Approval of Minutes:** of the Parish Council meeting held on 24/04/19.
12. **Matters Arising.**

**13. Planning and Planning Correspondence.**

**13.1 Applications to be considered by the Parish Council:**

[-19/00659/FULL](#) | Conversion of agricultural building to dwelling. Land and Buildings at NGR 311251 113415 (Moorend Barn), Culmstock.

[-19/00756/FULL](#) Conversion of barn to dwelling. Land at NGR 309270 114192 (Oakdale Farm) Road from Lower Cross to Prescott Cross.

**13.2 Results of applications from Mid Devon District Council and information:**

[-19/00069/HOUSE](#) Erection of first floor extension. Fir Cone, Culmstock. EX15 3JX. Approved.

[-19/00369/HOUSE](#) Erection of a 2 storey rear extension. 19 Great Close, Culmstock. EX15 3HQ. Approved.

[-19/00462/PNHH](#) & [19/00463/PNHH](#) Prior Notification for the erection of an extension, extending 8m to the rear, maximum height of 4m, eaves height of 3m. Rexmead, Culmstock. Approval of prior approval.

[-18/01812/FULL](#) Conversion of barn to ancillary accommodation and re-roofing of existing barn. Land and Buildings at NGR 309085 114434 Silver Street Farm, Prescott, Uffculme. Approved.

**13.3** Update on planning application [-18/01634/MFUL](#) Erection of 19 dwellings (6 affordable). Land at NGR 310020 113953, Linhay Close, Culmstock.

**13.4 Any other planning matters.**

**14. Finance.**

**14.1** To note the bank balance and credits received since the last statement. Balance as at 30/04/19 - £41,558.87. Credits - 03/04/19: £14,407.40 from MDDC - precept first instalment (less DALC subscription).

**14.2** To resolve to make the following payments:

-Chq 1342 £ tbc M Shore-Quinain. Clerk's salary and expenses.

-Chq 1343 £ tbc Mrs S Marrison. Parish warden, salary and expenses.

-Chq 1344 £ 13.80 SMA Services Ltd. Payroll provider.

-Chq 1345 £ 21.60 The Culmstock Chilli Company. War memorial planting/maintenance-quarterly invoice.

-Chq 1346 £ 66.49 South West Water. Cemetery water.

-Chq 1347 £ 300.00 N Page. P3/footpath work (P3 funds).

-Chq 1348 £ 12.00 Culmstock Village Hall. Room hire.

**14.3** To sign cheques and invoices.

**14.4** DALC Training Sessions and Guides.

**14.5** To consider a donation to Culmstock Scouts for the cleaning of the play area equipment.

**14.6** Any other financial matters to be noted.

**15. Reports. To receive reports:**

**15.1** Devon County Councillor.

**15.2** Mid Devon District Councillor.

**15.3** The Clerk.

**15.4** The Chairman.

**15.5** P3/Parish Paths.

**15.6** Access.

**15.7** Hillmoor Common: Cllr. Box.

**15.8** Highways.

**15.9** Culmstock News: Catherine Bass.

**15.10** Blackdown Hills Parish Network: Catherine Bass.

**15.11** Culmstock Village Hall.

**15.12** Any other reports.

**16. Culmstock Cemetery.**

**16.1** Cemetery fees.

**16.2** Any other matters.

**17. Culmstock Methodist Hall.**

**17.1** To consider an application to register the building as an Asset of Community Value.

**17.2** To consider the options for the hall to be used as a community building.

**18. The Parish Playing Field.**

**18.1** Monthly/weekly inspections.

**18.2** The Pavilion: Bookings/events.

**18.3** Proposed Dog Show – June 2019.

**18.4** Picnic Bench.

**18.5** Any other matters.

**19. Countryside Stewardship Scheme.**

**20. Annual Parish Meeting – 22/05/19.**

**21. Correspondence.**

**22. Items for information and future agenda items.**

**23. Dates of future meetings. 12/06/2019, 17/07/19.**