

# IDEFORD PARISH COUNCIL

To all members of the Council, you are hereby summoned to attend an online meeting of the Parish Council.

## **Agenda for the Meeting of Ideford Parish Council to be held online on Thursday 8<sup>th</sup> April 2021 on conclusion of the Annual Parish Meeting**

- 017/21 WELCOME AND APOLOGIES FOR ABSENCE**
- 018/21 MINUTES OF THE LAST MEETINGS**  
Minutes of the meetings held on Thursday 11<sup>th</sup> March 2021 to be agreed and signed.
- 019/21 DECLARATION OF INTERESTS**
- 020/21 REPORTS**  
County Councillor                      District Councillor                      Neighbourhood Beat Manager
- 021/21 PARISH MATTERS**  
021.1 To agree on commencing works to the oak tree.
- 022/21 PUBLIC PARTICIPATION**
- 023/21 PLANNING**  
023.1 **To consider planning application:**  
21/00641/FUL – Larcombe Barn, lane heading southwest from Royal Oak Inn  
Retention of use of property as unrestricted permanent residential unit
- 023.2 **To note planning consent:**  
21/00303/DEM – Lower Colleybrook Farm, Fore Street, Ideford  
Demolition of portal frame barn with metal and timber sidings and portal pole barn with metal and timber sidings and a lean-to extension to rear.  
Prior approval is given.
- 023.3 **To note planning refusals:**  
20/02399/CLDE – The Caravan, Higher Colleybrook Farm, Ideford  
Certificate of lawfulness for existing siting of mobile home for residential use.  
Refusal of certificate of lawful use or development
- 21/00306/NPA – Lower Colleybrook Farm, Fore Street, Ideford  
Application for Prior Approval under Part 3 Class Q (a) and (b) paragraph W of the GDPO for change of use of an agricultural building into two residential dwellings  
Refusal of request for prior approval
- 023.4 **Planning Enforcement:**  
Higher Colleybrook, Fore Street, Ideford  
To discuss complaint received and unauthorised works carried out.
- 024/21 CONCERNS RAISED BY PARISHIONERS**

## **025/21 AUDIT 2020/21**

- 025.1 To confirm arrangements for Ideford Parish Council internal audit.
- 025.2 To approve and sign the Certificate of Exemption from limited assurance review.
- 025.3 To approve and sign the Summary of Receipts and Payments for the year ended 31<sup>st</sup> March 2021.
- 025.4 To agree and approve the Fixed Asset Register for the year ended 31<sup>st</sup> March 2021.
- 025.5 To agree and approve the Fixed Asset Risk Assessment for the year ended 31<sup>st</sup> March 2021.
- 025.6 To note the Annual Return Explanation of Variances

## **026/21 CLERK'S REPORT AND FINANCE**

- 026.1 Balance of Accounts on 31<sup>st</sup> March 2021 / year end.
- 026.2 To request approval and signature of the monthly bank reconciliations for the end of financial year
- 026.3 To request approval for BACS payments
- 026.4 To agree and approve the quarterly (final) budget update.
- 026.5 To provide a legal and administrative update:
  - To confirm that all Council Standing Orders, Regulations and Procedures are up to date:
    - Standing Orders (Revised 9<sup>th</sup> July 2020)
    - Code of Conduct (Adopted 25<sup>th</sup> July 2012)
    - Financial Regulations (Revised 14<sup>th</sup> March 2016)
    - Data Protection – FOI and Model Publication Scheme (Revised 29<sup>th</sup> March 2021)
    - Protocol on the Filming and Recording of Parish Council Meetings
    - Training and Development (Adopted 2<sup>nd</sup> September 2015)
    - Delegation Scheme (Revised 29<sup>th</sup> March 2021)
    - Complaints Procedure (Revised 29<sup>th</sup> March 2021)
    - Disciplinary Policy (Adopted 6<sup>th</sup> April 2016)
    - Grievance Policy (Adopted 6<sup>th</sup> April 2016)
    - Bullying & Harassment Policy (Adopted 6<sup>th</sup> April 2016)
    - Virtual Meeting Policy (Adopted March 2021)
    - Privacy Notice (Adopted 13<sup>th</sup> December 2018)
    - Records Management and Retention Policy (Adopted 13<sup>th</sup> December 2018)
- 026.6 To confirm that all councillors have up to date Declarations of Interest.

## **027/21 DATE OF NEXT MEETING - Thursday 20<sup>th</sup> May 2021 – Annual Parish Council Meeting**

This meeting will include the election of a Chairman and Vice-Chairman.

Please note the change of date to enable the meeting to be held at the village hall.

*Juliette Thompson*

Juliette Thompson - Clerk to Ideford Parish Council

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Date: Friday 2<sup>nd</sup> April 2021

This notice must be left at or sent to the usual place of residence of every member of the council, at least three clear days before the meeting.

### **Zoom login details**

Topic: Ideford Annual Parish Meeting & Ideford Parish Council Meeting Time: Apr 8, 2021 06:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/84992780923?pwd=WjFMVDhTNFAxUVhzWmEzRG96YkdIU09>

Meeting ID: 849 9278 0923

Passcode: 080881