



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 5<sup>th</sup> October 2021 at 7.00pm**. The meeting will consider the items set out below.

If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email [clerk20@moretonhampstead-pc.gov.uk](mailto:clerk20@moretonhampstead-pc.gov.uk) or phone 01647 440041. The Clerk will then guide you with the process the meeting will take.

Before the meeting there will be a public session to enable the people of Moretonhampstead to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

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## AGENDA

### 1. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3c to 3i

### 2. APOLOGIES FOR ABSENCE

To accept apologies for absence. Under Section 85 of the Local Government Act 1972, members present must decide whether the reason(s) given for a member's absence are acceptable

### 3. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish Clerk in advance of the meeting

### 4. MINUTES

To accept as a true record the minutes of the meeting of the Parish Council held on 7<sup>th</sup> September 2021  
*LGA 1972 Sch 12 para 41(1)*

### 5. COUNTY COUNCILLOR REPORT

To receive the County Councillor's Report

### 6. MATTERS ARISING FROM THE MINUTES

To ensure the tasks actioned at the previous meeting have been completed:

- MDT has signed the Phone box agreement
- Contractor has been asked to remove the ragwort in the Sentry



- The Church wardens are happy for the book of condolence to be placed in the Church in the event of Operation London Bridge
- The council's contractors will be working to the current contract for the remainder of the contract

## **7. CHAIRMAN'S DISCRETION**

To note matters under the Chairman's discretion

## **8. DISTRICT COUNCILLOR'S REPORT**

To receive the District Councillor's Report

## **9. OPEN SPACES REPORT**

To receive the Chair of Open Spaces Report

## **10. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP**

To receive the monthly report

## **11. INTERNAL FINANCIAL REGULATOR**

To receive the report of the Internal Financial Regulator

## **12. SCHEDULE OF PAYMENTS**

To approve the list of payments (to be tabled at the meeting)

*LGA 1972 s150 (5)*

## **13. CORRESPONDENCE**

To receive correspondence (attached) and to agree any response:

1. Email received from a member of the public regarding the litter bin outside the Newsagents
2. Grant request received from Okehampton District Community Transport Group
3. Email received from the Rural Services Network inviting Councillors to a Rural/Market Town Group Meeting and an Rural Services Network Seminar
4. Email received from London Hearts regarding grants for installing defibrillators
5. Correspondence between the Clerk and the owners of 7 Fore Street regarding the Blacksmiths Wheel

## **14. QUEENS PLATINUM JUBILEE**

To agree the Terms of Reference (attached) and to receive an update from the working party (attached) and to agree to the provisional plans

## **15. COUNCILLOR VACANCY**

To note Cllr. Anna Adnitt's resignation and to agree to an application form (attached) to be filled out by candidates

## **16. WELLMOOR WHATS ON GUIDE**

To agree to support Wellmoor develop a virtual 'What's on' guide

## **17. CHURCHYARD MATTERS**

1. To agree to the Clerk attending a Memorial safety and Administration course (details attached)  
*Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1*



2. To agree to advertise and carry out a safety check of the headstones in the churchyard
3. To agree to a family placing a recycled plastic memorial bench in the churchyard
4. To agree to instructing the churchyard contractor to investigate why the cremation stones are 'sinking' in Area P and to rectify the problem

## **18. 2022/23 OBJECTIVES**

To agree the Council's objectives for the next financial year in order to aid budget preparations

## **19. SENTRY HIRERS AGREEMENT**

To agree to the draft Sentry Hirers Agreement (attached)

**SIGNED:** *Samantha Parkin* (Parish Clerk)

**DATE:** 29/09/2021