



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 2nd November 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 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.

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 5th October 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:

- The Clerk has attended the Memorial Safety and Administration course



7. HOUSING

To receive a presentation from Mary Ridgway and to agree to relook at the Local Lettings Plan and carry out a Housing Needs Survey

8. CHAIRMAN'S DISCRETION

To note matters under the Chairman's discretion

9. DISTRICT COUNCILLOR'S REPORT

To receive the District Councillor's Report

10. OPEN SPACES REPORT

To receive the Chair of Open Spaces Report

11. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

To receive the monthly report and to agree the wildflower meadow area in the Sentry

12. INTERNAL FINANCIAL REGULATOR

To receive the report of the Internal Financial Regulator

13. SCHEDULE OF PAYMENTS

To approve the list of payments (to be tabled at the meeting)
LGA 1972 s150 (5)

14. CORRESPONDENCE

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

1. Correspondence received from MDT querying the phone box budget
2. Correspondence received from a member of the public concerned about the 'Greenway Trail'
3. Correspondence received from a member of the public concerned about the management of the verges in Moretonhampstead
4. Correspondence received from the Allotment Association asking if there is an Allotment Constitution

15. QUEENS PLATINUM JUBILEE

To receive an update (attached) from the working party and to agree to the proposed budget

16. CASUAL VACANCY

To consider and vote on applicants

17. WELLMOOR WHATS ON GUIDE

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

18. OPEN SPACES TENDER WORKING GROUP

To form a working group to look at the 2022 open spaces tender

19. STAFFING COMMITTEE

To agree to form a staffing committee and to agree the appointment of three members to the Staffing Committee and to adopt the Terms of Reference as per the Clerks report (attached)



20. CHRISTMAS LIGHT SWITCH ON

To receive an update from the Christmas working party and to agree the following:

1. To agree the proposed grotto budget
2. To agree to accept responsibility for stall holders with no public liability to sell homemade produce as advised by Came & Co.

21. DEVON'S BEST CHURCHYARD COMPETITION

To receive the report from the Devon's Best Churchyard Competition judges

22. HINGSTON VIEW SITE VISIT

To agree to organise a site visit to see progress at the Hingston View site

SIGNED: *Samantha Parkin* (Parish Clerk)

DATE: 22/10/2021