



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 6<sup>th</sup> December 2022 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 1<sup>st</sup> November 2022  
*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 Fire and Rescue Service consultation has been completed and a letter has been sent to Chief Fire Officer



- The Clerk has set up individual councillor email addresses
- The Clerk has passed the Certificate In Local Council Administration (CILCA)

## **7. HOUSING NEEDS SURVEY**

To receive the Clerk's reports and to agree the following actions:

1. To consider any additional questions to include in the Housing Needs Survey
2. To agree to support the Housing Needs Survey including any additional questions
3. To agree to help with the delivery of the 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

## **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)* and to note the 2022 Pay Award has been agreed and the Clerk has received the increase backdated to 1<sup>st</sup> April 2022

## **14. CORRESPONDENCE**

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

1. Correspondence received and circulated from the Community Club asking the council to reimburse them for the garden waste service
2. Correspondence received and circulated from Libraries Unlimited sending the Council their 2021-22 Annual Report and advising of the free services they are offering
3. Correspondence received and circulated from the Chair of Wellmoor requesting support for its 'Friendly Fridays' and support fund.
4. Correspondence received and circulated from a member of the public concerned about pedestrian safety at the Zebra Crossing in Ford Street
5. Correspondence received and circulated from Moretonhampstead Development Trust inviting councillors to attend their Annual Meeting

## **15. 2023 MEETING DATES**

To approve the dates of meetings for 2023 (attached)



## **16. FINANCE AND POLICY RECOMMENDATIONS**

To receive the draft minutes of the meeting of the Finance & Policy committee held on 15<sup>th</sup> November 2022 (attached) and to agree the following recommendations:

1. Recommendation to full council to approve the attached draft budget 2023/24 and precept request.
2. Recommendation to full council to approve the amended Grant Awarding policy
3. Recommendation to full council to approve the draft Data Retention policy

## **17. HIGHWAY MATTERS**

To receive the Cllr Short's report and to agree an additional meeting to agree the recommended actions

## **18. MODEL PUBLICATION SCHEME**

To approve the Model Publication Scheme in accordance with the Freedom of Information Act 2000, s.20

## **19. DEVON'S BEST CHURCHYARD COMPETITION**

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

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

**DATE:** 30/11/2022