

Exbourne with Jacobstowe Parish Council.

Clerk: Miss Alice Turner, Rowans, Kings Farm Lane, Winkleigh, EX19 8HF

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Notice is hereby given that a meeting of the Parish Council will take place on Tuesday 29th June 2021 8.00pm at Exbourne Village Hall.

All Councillors are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Members of the public & press are welcome to attend.

Covid-19 Safety Protocol:

- Please do not attend the meeting until you have sought advice from NHS 111 and have been told it is safe to attend this meeting if, you or someone in your household/or have been in close contact within the last 14 days has: a high temperature, a new continuous cough, have tested positive for Covid-19, been out of the Country.
- Please ensure that social distancing is maintained at all times.
- Face coverings must be worn when entering and leaving the building (unless exempt).
- Please use the hand sanitiser provided when entering & exiting the building.
- All members of the public are asked to remain seated while attending the meeting.
- Cllrs will be able to enter from 7.30pm with the public being admitted from 7.45pm.

Please note that an audio recording of the meeting will be taken from item 1.6.21 onwards by the Clerk to aid in the preparation of Minutes.

AGENDA

1.6.21: Welcome.

Chair to open the meeting and inform the meeting that an audio recording is now in progress to aid in the preparation of Minutes.

2.6.21: Apologies for absence.

Resolution required to approve apologies (with reasons) made to the Clerk prior to the meeting.

3.6.21: Minutes of the Last Meeting. (Draft Minutes can be found on the website).

Cllrs to consider the approval of Minutes of:

a) the Virtual meeting held on Tuesday 27th April 2021.

b) the Annual Council meeting held virtually on Wednesday 5th May

4.6.21: Declarations of Interest.

Councillors are invited to declare any interests they may have in any items to be considered at this meeting, including the nature of the interest. They are also reminded to consider whether in the light of recent activities any items within their Register of Interests should be updated.

5.4.1: Guest Speakers: Matt Barrow & Mark Davison on Broadband in Jacobstowe.

6.6.21: Public Speaking Time (max. 10 minutes).

Members of the public are invited to speak on issues on this Agenda, raise issues for future consideration, or other matters which the council has some control over. Members of the public may not speak during other agenda items unless invited to do so at the Chair's discretion.

7.6.21: To receive report from County & Borough Cllrs.

a) County Cllr James McInnes

b) Borough Cllrs Lois Samuel & Barry Ratcliffe

8.6.21: Council Policies & Documents (Chair/Clerk)

To consider the draft policies for approval & ratification which are available from the Clerk.

a) EJPC 011 Confidential Reporting Policy V1.0

b) EJPC 012 Complaints & Grievances Procedure V1.0

c) EJPC 013 Disciplinary Procedure V1.0

9.6.21: Other Planning matters, for information only:

10.6.21: Current & New Business.

- a) Neighbourhood Plan -Update & discussion on Clerk providing administrative assistance to the group (Cllrs Hedley & Stuart)
- b) Devon Air Ambulance Night Landing Site – Discussions on project viability (Chair)
- c) Cllrs membership on Internal & External groups (Chair)

Internal Groups	Cllr currently appointed
Finance Group	Cllrs Hedley & Stuart
Asset Inspection	All Cllrs?
External Groups	Cllr currently appointed
Northern Links	Cllr Blakeman
Exbourne Playing Fields	Cllr Guy
School Liaison	Cllr Guy
P3 Co-ordinator (Parish Paths Partnership)	VACANCY
Village Hall Committee	Cllr St. John
Neighbourhood Plan Group	Cllr Hedley (Lead) & Cllr Stuart
DCC Highway's liaison	Cllr St. John

- d) Arrangements for Annual inspection of Assets (Chair/Clerk)
- e) Consideration of ¼ contribution to Clerk's attendance at the following Training Events: SLCC, WordPress Website Webinar £9 inc. VAT, Operation London Bridge Webinar £9 inc. VAT, Total cost to the Council of £18 inc. VAT.
(Power to Spend: LGA 1972 S.111 / Funding Source: Staff Costs/Training)
- f) Consideration of Clerks undertaking the following E-Learning Courses: Health and safety essentials, Information Security essentials & Freedom of Information, total cost of £42 plus VAT – cost shared with Clerks other Councils (£10.50 plus VAT per Council) (Chair)
(Power to Spend: LGA 1972 S.111 / Funding Source: Staff Costs/Training)

11.6.21: Clerks Reports – to include:

- a) Approval of Overtime as presented at the meeting.
- b) Update on Banking situation.
- c) Update on arrangement for Planning Officers attendance at July or August meeting.
- d) Update on new Website.

12.6.21: Finance (Clerk) – Documents will be available at the meeting.

- a) To consider financial schedule as presented by the Clerk.
- b) To consider amended 2021-22 Budget.

13.6.21: Cllrs Reports (for information only) & Items for future agendas.

Councillors are reminded that this is not an opportunity for debate or decision making.

14.6.21: Confirmation of meeting date:

The next Council meeting will be held on Tuesday 27th July 2021 in Exbourne Village Hall

15.6.21 Part II Public Bodies (Admission to Meetings) Act 1960 s1(2).

- a) Resolution to move the council to part II due to the confidential nature of the item under discussion.
- b) Consideration of end of Clerks probationary period.
- c) Chair to return the meeting to public session.
- d) Resolution(s)

Alice Turner

Alice Turner – Proper Officer

Publication Date: 23rd June 2021

The supporting documents can be found on the website or by contacting the Clerk.