



# Coffinswell Parish Council

Serving the Communities of  
Coffinswell & Dacombe

The Cirl Bunting is the UK's rarest farmland bird. The entire breeding population is found between Exeter and Plymouth.

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## **AGENDA FOR THE ANNUAL MEETING OF COFFINSWELL PARISH COUNCIL TUESDAY 25<sup>th</sup> MAY 2021 AT 7:15PM in ST BARTHOLOMEW'S CHURCH**

**Due to limited capacity and Track and Trace requirements, members of the public wishing to attend the meeting must first contact the Clerk.**

You are hereby summoned to attend the Meeting of the Council, which is to be held at St Bartholomew's Church, Coffinswell on Tues 25<sup>th</sup> May 2021 at 7:00pm for the purpose of transacting the following business:

- 1. Election of Chairman and signing of Declaration of Acceptance of Office**
- 2. Election of Vice Chairman and signing of Declaration of Acceptance of Office**
- 3. The Chairman will open the meeting and receive apologies.**
- 4. To declare any interests arising at this meeting.**
- The Council will adjourn for the following items:*
  - 5. Reports:**
    - 3.1** County Councillors' report
    - 3.2** District Councillors' report
    - 3.3** Police report
    - 3.4** NHW report*The Council will convene to conduct the following business:*
- 6. Approval to consider, amend as agreed by the Council and approve the minutes of the following meetings:**  
Tuesday 6<sup>th</sup> April 2021, Tuesday 20<sup>th</sup> April 2021, and Tuesday 4<sup>th</sup> May 2021.
- 7. Audit 2020 – 2021**
  - 7.1** To agree the Fixed Asset List
  - 7.2** To note the Summary of Payments and Receipts
  - 7.3** To note the Explanation of Variances.
  - 7.4** To note the Internal Audit Report
  - 7.5** To approve and sign the Annual Governance Statement
  - 7.6** To approve and sign the Accounting Statement.
  - 7.7** To agree procedure for reviewing all statutory documents and policies – Chair.
- 8. Finance**
  - 8.1** To agree and approve the accounts for payment.
  - 8.2** To agree and approve the bank reconciliation for April.
- 9. Funding & Grants:**  
None
- 10. Footpaths & Highways:**
  - 10.1** Discussion and updates on various highways issues – Cllr S Avery / Clerk
  - 10.2** Update on obtaining historic records regarding Footpath No. 1 – Cllr N Orchard/Clerk

**11. To note any correspondence received**

To include any other items that do not relate to planning or enforcement, plus any other standing orders that have been omitted on this agenda, that should be otherwise included.

**12. Parish Matters:**

Items 12.1 to 12.4 listed below are ongoing Parish matters which have not been possible to progress due to the covid lockdown restrictions and as such have been excluded from recent Parish Agendas. However, with the easing of restrictions these items have now been reintroduced with a view to progressing them in the coming months as appropriate.

**12.1** To discuss and agree to withdraw the proposal to purchase land at Princes Cottages.

**12.2** Update on proposal to purchase land at the well.

**12.3** Update on drafting the CIL Community Consultation.

**12.4** Update on implementing the Neighbourhood Plan Consultation

**12.5** To discuss and propose the drafting of an Emergency Plan - Chair

**12.6** To agree procedure for implementing the Strategic Plan's action plan - Chair.

**12.7** Update on the proposal to increase the number of councillors - Chair.

**12.8** Update on the parish council website - Clerk

*The Council will adjourn for the following item:*

**13. Planning & Enforcement Public Question Time:**

A period of 5 mins will be allowed for members of the public to ask questions or make comment regarding planning applications and/or enforcement issues that affect Coffinswell Parish Council.

*The Council will convene to conduct the following business:*

**14. Planning:**

To comment on the following application:

21/00881/HOU – School House, Coffinswell

Demolish summer house and replace with glazed potting shed.

21/00746/HOU – Court Barton Cottage, Road from Westcombe Park to Princess Cottages  
Greenhouse, pergola, and garden shed.

To note the following decisions:

21/00711/CAN – The Old Rectory, Coffinswell

Fell one cherry and coppice one yew at 1m height.

Teignbridge District Council does not object to this proposal

21/00594/FUL – The Field, Footland Lane

Replacement wooden shelter

Grant of conditional planning permission

**15. Enforcement Issues:**

Items 15.2 to 15.6 listed below are items which have been raised by this Council previously; at this time, we are awaiting further updates /information from Teignbridge Council.

**15.1** To update and discuss various issues at Norman's, Dacombe.

**15.2** To receive an update on land clearance at two sites at Ridge Road.

**15.3** To receive an update on Milber Lane Bungalow garage and shipping containers.

**15.4** To receive an update on building and vehicles in Downaway Lane.

**15.5** To receive an update on stables in Footland Lane.

**15.6** To receive an update on planning application at Connibear Woods.

*The Council will adjourn for the following item:*

**16. General Public Question Time:**

A period of 10 minutes will be allowed for members of the public to ask questions or make comment on the work of Coffinswell Parish Council or on matters arising that affect the Council.

*The Council will convene to conduct the following business:*

**17. To agree the date of the next meeting:** Tuesday 15<sup>th</sup> June 2021

Signed: J Thompson  
Clerk to Coffinswell Parish Council

Dated: Wednesday 19<sup>th</sup> May 2021