

COFFINSWELL PARISH COUNCIL - MINUTES
THURSDAY 16 MARCH 2017 – ST BARTHOLOMEW’S CHURCH, COFFINSWELL

Present: Cllrs Wills (Chairman), Hermsen and Winchester

Apologies: Cllrs Berry and Harrington
 Cllrs Dewhirst (DCC) and Haines (TDC)

Also present: Rachel Avery (Clerk)

No	Subject	Comments
1	The Chairman will open the Meeting and receive apologies.	Cllr Wills opened the meeting at 18.27. It was RESOLVED to APPROVE the apologies of Cllrs Berry and Harrington.
2	To declare any interests arising at this meeting.	There were no interests declared.
	<i>The Council will adjourn for the following items:</i>	
3	<u>Public Question Time:</u> A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Coffinswell. <u>County and District Councillors' Reports</u> <u>Police Report</u>	There were no members of the Public present. County Cllr Dewhirst’s report forms part of the minutes. There was no police report.
	<i>The Council will convene to conduct the following business:</i>	
4	Approval to consider, amend as agreed by the Council and approve the minutes of the following minutes: <ul style="list-style-type: none"> • 19 January 2017 (Full Council) • 02 February 2017 (Planning) • 10 March 2017 (Planning) 	The minutes were APPROVED with the agreed changes. The amended minutes would be signed at the May meeting. It was RESOLVED to APPROVE the minutes. It was RESOLVED to APPROVE the minutes.
5	To consider responses to the following consultations: <ul style="list-style-type: none"> • Greater Exeter Strategic Plan • South Hams Special Area of Conservation Mitigation Strategy for the Heart of Teignbridge and Bovey Tracey • NA1 Houghton Barton Draft Development Framework Plan 	The consultation was NOTED. The Parish Council AGREED to submit no comments. The consultation was NOTED. The Parish Council AGREED to submit no comments. The consultation was NOTED, along with the comments emailed by Cllr Berry prior to the meeting. The Parish Council AGREED to submit no comments.
6	Enforcement Issues.	The Clerk had received no further updates on outstanding issues.
7	Finance: <ul style="list-style-type: none"> • To agree accounts for payment 	<u>Income:</u> DCC – Defibrillator - £1100.00 HMRC – VAT reclaim – £131.19 <u>Payments-</u> Mrs R Avery - Clerk's Expenses - £43.88 Mrs R Avery – Laptop (from Transparency Grant) - £764.99 Mr A Hermsen - Clerk's PAYE - £90.60 Mrs R Avery - Clerk's Salary - £362.06 Coffinswell PCC – grass cutting grant - £450.00 Coffinswell PCC – hire of vestry for meetings - £165.00 <u>Bank Balances -</u> Main Account £6059.43

	<ul style="list-style-type: none"> Internal audit arrangements 	<p>Parish Paths £250.88</p> <p>It was RESOLVED to APPROVE accounts.</p> <p>It was NOTED that Ken Abraham would not be able to audit the accounts this year and other arrangements were required. Action: Clerk to enquire about other arrangements.</p>
8	Defibrillator.	It was NOTED that the Clerk would order the defibrillator and raise a cheque before the end of the financial year. Action: Clerk to order defibrillator and send payment before 31 March.
9	Neighbourhood Watch.	It was NOTED that the Neighbourhood Watch Coordinator would be invited to attend the Annual Parish Meeting. Action: Cllr Wills to contact NHW and liaise with Clerk.
10	Annual Parish Meeting and Annual General Meeting arrangements.	It was NOTED that the AGM would commence at 18.30, with the Parish Council meeting commencing at 18.45. The Annual Parish Meeting would commence at 19.30. It was NOTED that Cllr Wills would purchase the drinks and nibbles for the APM.
11	Funding and Grants.	There was nothing to report.
12	Engaging with the Community.	There was nothing to report.
13	Footpaths and Highways: <ul style="list-style-type: none"> Footpath No 2 	It was RESOLVED to contact DCC should to obtain details of arrangements for when the diversion order for footpath 2 expires. Action: Clerk to contact DCC.
14	To note any correspondence received.	Clerks and Councils Direct.
15	To note the date of the next meeting: Thursday 18 May 2017 at 19.30.	This was NOTED. The meeting was closed at 19.25. The AGM would comment at 18.30 on 18 May.