



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 5th December 2023 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 3d to 3n.

2. APOLOGIES FOR ABSENCE

To accept apologies for absence. Under Section 85 of the Local Government Act 1972, members present should decide whether to approve the reason(s) given for absence.

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 7th November 2023 *LGA 1972 Sch 12 para 41(1)*

5. STANDING ITEM – CLIMATE AND ECOLOGY EMERGENCY:

To note the Council Declaration and to embed the Climate and Ecology Emergency Declaration across all Council services, activities, plans and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

6. COUNCILLOR REPORTS

To receive reports of the County Councillor, District Councillor, and the Dartmoor National Park representative if available

7. MATTERS ARISING FROM THE MINUTES

To ensure the tasks actioned at the previous meeting have been completed:

- The Chair and Clerk visited the Primary School to explain what the council does
- A letter has been sent to Teignbridge District Council setting out the councils concerns regarding car parking charges

- Training has been arranged for all councillors on 12th March 2024

8. CHAIRMAN'S DISCRETION

To note matters under the Chairman's discretion

9. OPEN SPACES REPORT

To receive the monthly report *Open Spaces Act 1906 s.10*

10. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

To receive the monthly report

11. INTERNAL FINANCIAL REGULATOR

To receive the report of the Internal Financial Regulator

12. SCHEDULE OF PAYMENTS

To approve the list of payments (to be tabled at the meeting) *LGA 1972 s150 (5)* and to note the 2023 Pay Award has been agreed and the Clerk has received the increase backdated to 1st April 2023

13. CORRESPONDENCE

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

1. Correspondence received and circulated from Citizens Advice regarding their Q2 report
2. Correspondence received and circulated from Principal Highways Development Management Officer (West Devon and Dartmoor National Park) replying to the council's correspondence
3. Correspondence received and circulated from Climate Action Bovey and Heathfield
4. Correspondence received and circulated from a member of the public regarding Electric Vehicle Charge Points

14. 2024 MEETING DATES

To approve the dates of meetings for 2024 (attached)

15. FINANCE AND POLICY RECOMMENDATIONS

To receive the draft minutes of the meeting of the Finance & Policy committee held on 21st November 2023 (attached) and to agree the following recommendations:

1. Recommendation to full council to make provision of £10,000 in the 2024/25 budget to cover the cost of a lengthsman.
2. Recommendation to full council that the Clerk should investigate and seek comparative costs from local contractors to establish the most cost-effective lengthsman service.
3. Recommendation to full council to approve the attached draft budget 2024/25 and precept request.
4. Recommendation to full council to appoint DM Payroll Services as the Councils Payroll Provider.
5. Recommendation to full council to change the Financial Regulations to enable the Clerk to commission work under £500.
6. Recommendation to full council to appoint AR Rural Solutions as the Council's approved maintenance and handyman.

16. HIGHWAY MATTERS

To receive Cllr Short's report and to consider supporting the request for double yellow lines at the entrance to Old Gale Saw Mills.

17. GRANT APPLICATION

To consider making a grant application to the Teignbridge District Council Prosperity Fund.

18. CHRISTMAS EVENT

To note the 2023 Christmas event report

SIGNED: *Samantha Parkin* (Parish Clerk) **DATE:** 28/11/2023