



Members of the public are invited to an **informal public session regarding item 5 commencing at 6.30pm**. The council's Standing Orders only allow for 10 minutes of public participation therefore the informal public session will allow more members of the public to speak. Please note a member of the public shall not speak for more than 3 minutes.

Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 6th June 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 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 16th May 2023
LGA 1972 Sch 12 para 41(1)

5. HIGHWAYS

To receive the Highways Working Groups report on trading from a Highway; to receive comments from the Highways Officer and to consider a recommendation to Traders and Highways

6. QUEEN'S ROAD

To receive an update from Teign Housing and to agree to support Teign Housing to deliver a road consultation

7. COUNTY COUNCILLOR REPORT

To receive the County Councillor's Report

8. MATTERS ARISING FROM THE MINUTES

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

- Devon County Council has announced the following communities have been chosen for 20mph schemes: Black Torrington, Bridgerule and Dolton in Torrington, Cockwood and Dawlish in Teignbridge and Uffculme in Mid Devon.
- Recap of council business attached
- The Clerk has requested parking spaces at the Motor Museum

9. INTERNAL AUDIT REPORT

To receive the Internal Audit Report for the financial year 1 April 2022 – 31 March 2023

10. ANNUAL GOVERNANCE STATEMENT

To approve the Annual Governance Statement for the financial year 1 April 2022 – 31 March 2023 (attached)

11. ACCOUNTING STATEMENTS

To approve the Accounting Statements for the financial year 1 April 2022 – 31 March 2023 (attached)

12. PERIOD OF PUBLIC RIGHTS

To approve the dates for the period for the exercise of public rights as Monday 12 June to Friday 20 July 2023

13. CHAIRMAN'S DISCRETION

To note matters under the Chairman's discretion

14. DISTRICT COUNCILLOR'S REPORT

To receive the District Councillor's Report

15. OPEN SPACES REPORT

To receive the Chair of Open Spaces Report

16. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

To receive the monthly report

17. INTERNAL FINANCIAL REGULATOR

To receive the report of the Internal Financial Regulator

18. SCHEDULE OF PAYMENTS

To approve the list of payments (to be tabled at the meeting) *LGA 1972 s150 (5)*

19. CORRESPONDENCE

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

1. Correspondence received and circulated from Moretonhampstead Development Trust providing more information on the Christmas Tree
2. Correspondence received and circulated from the 'Secret Sheds' organisers requesting permission to place a temporary shed in the Churchyard
3. Correspondence received and circulated from the Flag Festival organisers requesting permission to put up the Flag Festival flags on Saturday 10 June, and take them down on 25th June

20. OPEN SPACES COMMITTEE RECOMMENDATIONS

To receive the draft minutes of the meeting of the Open Spaces committee held on 23rd May 2023 (attached) and to agree the following recommendations:

1. Recommendation to full council to cut all the verges in the contract plus the verge around the bench at Chagford Cross and the roundabout as per the current contract (Cut a 1m wide stretch of grass from the curb 3 times a year in April, June, and August plus a 4th cut from the curb to the bank in October.)
2. Recommendation to full council to de-weed the churchyard paths, remove the old gravel, lay a weed membrane, and put similar gravel back.
3. Recommendation to full council that the Clerk enquires with the Probation Service if they can remove the weeds around the town.
4. Recommendation to full council to wait until more quotes are received to reinstall the play park fence
5. Recommendation to full council to remove the existing Cross Street tree in the Autumn and replace with a suitable tree.

To consider the quotes received to reinstall the playpark fence (attached)

21. HOUSING NEEDS SURVEY

To agree to delegate authority to comment on the results of the Housing Needs Survey to the Chairman in consultation with the Housing Working Group

SIGNED: *Samantha Parkin* (Parish Clerk) **DATE:** 31/05/2023