

COLEBROOKE PARISH COUNCIL

Clerk: Mrs. P. Clapham, Penton Chapel, Christow, Exeter, EX6 7NP

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12th January 2021

To Members of Colebrooke Parish Council

You are hereby summoned to attend a Virtual Meeting of Colebrooke Parish Council, **to be held on Tuesday 19th January 2021 at 7.00 pm, for the purpose of transacting the following business.**

Members of the public and press are invited to attend the meeting.

Penny Clapham

Penny Clapham BA (Hons) PSLCC
Clerk to the Council

<https://us02web.zoom.us/j/82819568227?pwd=dlpLUEV1dk5Xd3lZOGVCVU5LUmMzQT09>

AGENDA

1) Apologies for absence:

2) **Declarations of Interest:** In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declarations of Interests must be notified to the Monitoring Officer at Mid Devon District Council within 28 days of the change.

3) **Public Discussion:** An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 10 minutes.

Reminder that members of the public are not allowed to raise issues when the Council is in committee.

4) Penstone Bridge & Network Rail Works –

Matthew Thompson from Network Rail to update Council on all works pertinent to bridges in the parish.

5) County & District Councillor Reports (for information only).

6) **Minutes: To approve the virtual Minutes of the meetings held on the 17th November and 16th December 2020.**

7) **Budget – to resolve to agree and set the budget for the financial year 1st April 2021 to 31st March 2022.**

8) Precept – to resolve to agree and set the precept for the financial year 1st April 2021 to 31st March 2022.

9) Playground equipment – to receive updates if available from the installers of the new play equipment.

10) Defibrillators – to consider the purchase and installation of a defibrillator.

11) PLANNING – Mid Devon District Council have asked for comments from the parish council on the following planning applications -

Decisions.

- i. 20/00616/FULL Change of use of land from agriculture to green burial site, Tree Tops Farm, Colebrooke.
GRANTED
- ii. 20/01643/FULL Partial conversion and extension of barn to provide 1 dwelling, land and buildings at Bulsford Barton, Colebrooke.
GRANTED

12) Planning Committee – to adopt the updated terms of reference for this committee.

13) FINANCE –

Expenditure	Cemetery grass cuts + hedging	£191.50	BACs 7/12
	Playground grass cuts + hedging	£133.00	BACs 7/12
	Employment December & January	£416.00	BACs
	PAYE Q3	£234.90	BACs
	Office 365 annual subscription	£59.99	Clerk paid Card.

Bank statement and Reconciliation circulated to all councillors prior to this meeting.
Council to resolve to accept the accounts as presented.

14) Internal Audit – to resolve to agree Hania Lee from Lee Accounting to be the Council's internal auditor for the year ending 31st March 2021.

15) Clerk's Report – (for information only)

- a) NS & I account – no change of address has yet been submitted as this has to be done in writing and as a department they are very behind schedule. The annual statement is likely to be posted to Mrs. Shepherd.

Items for Information.

The next virtual meeting will be held on Tuesday 16th March 2021 at 7.00pm.

Email information to Councillors

DALC Newsletter 01 (sent 08/01)

DALC Newsletter 02 & 03 (sent 12/01)

