**COLEBROOKE PARISH COUNCIL**  
Clerk: Mrs. P. Clapham, Penton Chapel, Christow, Exeter, EX6 7NP  
TeL: 07903 172174 Email: clerk@colebrookeparishcouncil.org.uk

14th July 2020

To Members of Colebrooke Parish Council

You are hereby summoned to attend a Virtual Meeting of Colebrooke Parish Council, **to be held on Tuesday 21st July 2020, 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 PSLCC

Clerk to the Council

<https://us02web.zoom.us/j/84143892804?pwd=SzRHU1hUK1FsMnorU2F0cThpOVBHQT09>

**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.

1. **County & District Councillor Reports (for information only).**
2. **Minutes: To approve the Minutes of the meeting held on the 19th May 2020.**
3. **Penstone Bridge & Network Rail Works –** to receive an update on the progress of these works.
4. **P3 Footpath Scheme –** A free scheme run by Devon County Council – for discussion.
5. **Playground:-**
6. Routine checks on the playground equipment, to be discussed.
7. Improvements to the equipment.

1. **PLANNING –** Mid Devon District Council have asked for comments from the parish council on the following planning applications;-
2. 20/00816/HOUSE Raising of lower part of garden to match existing; Hill View, Coleford.

Decisions:

1. 20/00470/CLP Cert of lawfulness for the change of use from engineering workshop to office/business, Unit 2, Elley Down, Yeoford.

ALLOWED.

1. **FINANCE –**

**Expenditure** Lee Accounting Internal Audit £72.00 BACs (26/05)

Village Hall Grant (2019/20) £1,500.00 BACs (26/05)

Employment June & July £416.00 BACs

PAYE Q1 £154.00 BACs

Clerk’s expenses Q1 £93.55 BACs

**10) Audit documents despatched to PKF Littlejohn by email 2nd June 2020 –** to be noted

**11) Public rights to examine the accounts 15th June to 24th July posted to website. –** to be noted

**12) Dog Fouling –** on the footpaths, for discussion.

**13) Consultation on the New Member Code of Conduct –** to decide if this should be a Council or an individual response.

**14) Mid Devon Climate Conversations – Cllr. Wallace to report.**

**15) To confirm meeting dates until May 2021 and booking of the village hall**

1. **Clerk’s Report – (for information only)**
2. Internal Audit completed in May with no issues raised.

**Items for Information.**

Date of Next Meeting: tbc 2020, 7.30pm.