

OFFWELL PARISH COUNCIL

NOTICE OF MEETING of PARISH COUNCIL*

Dear Sir/Madam,

I hereby give notice that a meeting of the **PARISH COUNCIL** of the above named Parish will be held in Offwell Village Hall **on Wednesday 19th June 2024 at 7.30pm.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set below.

Councillors are requested to attend at 7.15pm in order that the Hall may be prepared in accordance with the Covid-19 safe measures adopted for the resumption of Council Meetings.

Please note that all persons proposing to attend the meeting must adhere to the following Covid-19 Safe Conditions of Entry to the meeting

No person to attend the meeting if they or anyone in their household has had Covid-19 symptoms in the last 7 days.

If anyone becomes unwell with a new continuous cough or a high temperature in the 7 days following the meeting, they must advise the Clerk or Chair and are advised to follow the stay at home guidance.

Dated this 14th June 2024

Adrian Jenkins

Adrian Jenkins: **Clerk to the Parish Council**
Tower View Fruit Farm, Offwell EX14 9RW
email: offwellparishclerk@aol.co.uk

Agenda

Chair to welcome and outline the Covid-19 Measures adopted for Council meetings

OPEN SESSION (Public Forum)

Questions & representations from parishioners relating to reports or business to be conducted on this agenda or regarding other matters which they wish to bring to Council's attention. This is a 15 minute session where any member of the public may speak for up to three minutes.

It provides an opportunity for members of the public (who are not usually permitted to speak during the council meeting, other than by special invitation of the Chair to participate before the meeting by asking questions, highlighting matters of concern or making representations regarding Offwell Parish. No decisions can be taken on matters raised during this part of the meeting unless the subject is already an item on the published agenda.

Before speaking, please give your name and address to the Clerk

BUSINESS TO BE TRANSACTED

- 24/022 To receive apologies for absence and to approve reasons given (LGA 1972 S.85 (1))
- 24/023 To receive any declarations of interest relating to items outlined in this agenda (this does not preclude the duty to declare further interests as applicable)
- 24/024 Minutes of the Meeting held on 22nd May 2024
- 24/025 Matters arising from the Minutes
- 24/026 Reports:
 - a) Police
 - b) District and County Councillors
 - c) Clerk
 - d) Highways Matters
 - 1) 20mph
 - 2) A35
 - 3) Other Highways matters
 - e) Footpaths Report
 - f) Any Other Reports
- 24/027 Correspondence
 - a) Invitation from EDDC Planning for a Parish Council representative to attend a meeting of the Local Plan Member Working Group for a discussion forum on site allocations to be considered in the Local Plan for the Coly Valley Ward which includes Offwell Parish.
 - b) Parking outside school
 - c) Increase in the Village Hall room hire charges for the Parish Council Meetings as from July 2024
- 24/028 Finance
 - a) Current Financial Position
 - b) Expenditure to be ratified
 - Payment of £248.23 to Community First Trading Limited for Zurich Insurance
 - c) Expenditure to be approved for which bills have been received
 - 1) Payment to A.Jenkins of £238.48 for the Clerk's net salary after tax/NIC deduction for the month of June 2024 (31/05/2024 to 29/06/2024)
 - 2) Payment to HMRC of £59.60 for PAYE

- 3) Payment of £108.52 to Community First Trading Limited for Council Insurance premium
- 4) Payment of £ 304.00 to Offwell Recreation Ground and Village Hall Charity for Room hire. (£208.00 for 13 months from 18/01/2023 to 06/12/2023 and £96.00 for 6 months from Jan 2024 to June 2024 inclusive.
- d) To review the Internal Auditors report in respect of the 2023-2024 Annual Governance and Accountability Return (AGAR).
- e) To consider, and if thought fit, approve and sign the Annual Governance Statement Section ONE of the 2023-2024 AGAR (Version 2, with exemption)
- f) To consider, and if thought fit, approve and sign the Annual Accounting Statements Section TWO of the 2023-24 AGAR (Version 2, with exemption)
- g) To consider the proposal that Offwell Parish Council seeks exemption from the External Auditing of its 2023-24 accounts as per the regulations for AGAR Version 2.
- g) To consider and set the dates for the Period of Exercising of Public Rights

24/029 Planning Applications

- a) **DCC/4401/2024 (24/1198/CM) - Offwell C of E Primary School, Road From Offwell Barton To Offwell Cross, Offwell,**
Erection of temporary wooden shelter in corner of playground
- b) **24/0770/DOC - Brookfield Farm Offwell Devon EX14 9SU**
Discharge of condition for 22/2443/VAR: Condition 5 (footpath)
- c) **24/0516/COU - Marwood House Offwell EX14 9RW**
Change of use from agricultural use to domestic garden use | Marwood House Offwell EX14 9RW
- d) **24/0841/FUL – Land West Of Tower Road and East of Cuckoo Down Lane Honiton**
Detailed planning application for the change of use of land to football pitches, erection of clubhouse, new access and parking, landscaping, engineering and ancillary works.

24/030 Replacement Laptop

24/031 Agenda Items for Next Meeting on Wednesday 17th July 2024

24/032 Date and Time of Next Meeting