

Buckland Monachorum Parish Council

Clerk: Mrs Katharine Griffiths, 5 Hillside Close, Buckland Monachorum, Devon, PL20 7EQ
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To: All Members of Buckland Monachorum Parish Council

You are summoned to attend the **ANNUAL MEETING** of **BUCKLAND MONACHORUM PARISH COUNCIL** to be held at REMOTELY VIA ZOOM on **TUESDAY 4th May 2021** at **7.30pm** for the purpose of transacting the business detailed below.

Joining link: <https://us02web.zoom.us/j/84217707255>

In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public and press are welcome to attend.

Members of the public are invited to make representations in writing to their local Councillor OR the Clerk OR in person prior to the commencement of the meeting proper.

Signed: K Griffiths (Parish Clerk) Date: 28th April 2021

AGENDA

1. To elect a Chairman and to agree that the 'Declaration Acceptance of Office' book can be signed at the next physical meeting.
2. Apologies.
3. To elect a Vice-chairman
4. Declaration of Interests and Register of Interests.
5. Appointment of Members to serve on committees/sub-committees
6. Appointment of representatives to other organisations
7. To consider and approve the minutes of the Parish Council Meeting held on 27th April 2021
8. To consider and approve minutes of the Planning Committee meetings held on 27th April 2021
9. To consider a "Scheme of Delegation" to cover payments and planning consultations until the next scheduled full council meeting on the 22nd June 2021.
10. Planning
 - a) Applications

Application Number	Proposal
WDBC 1074/21	G1: Holly & Maple - Crown height reduction to 1.5m from bank level. G2: Beech, Maple & Filbert - Crown height reduction to 2m from bank level. G3: Beech & Holly - Crown height reduction to 2m from bank level. T4: Maple - Crown height reduction to 2m from bank level. To improve light levels to property and garden at 21 Seaton Way, Crapstone, PL20 7UZ
WDBC 1295/21	Householder application for remodelling of existing bungalow including rear extension and garage at 7 Moorland Court, Yelverton PL20 6BL
DNPA 0190/21	Proposed: Bridleway footbridge and associated works over the River Walkham nr Buckland Monachorum at Double Waters Bridge, nr Buckland Monachorum by DCC

11. Finance

- a) To agree that the clerk can make payment for the regular ground maintenance contracts and the clerks wages at the end of May 21 in consultation with the Chair and Vice Chair.
 - b) Renewal of insurance
End of year accounts 2020/21 sign off and to agree that the documents will be signed at a later date by the Chair.
 - c) To approve the bank reconciliation for submission with the Annual Return 2020/21
 - d) To approve the Annual Governance Statement (Section 1) of the Annual Return 2020/21
 - e) To complete, approve and sign the Accounting Statements (Section 2) of the Annual Return 2020/21
12. To consider and agree with expenditure where necessary an outside tap and replacement bin at Yelverton Toilets. (Cllr Challis)
 13. To consider a proposal to renew the local maps, including cycling routes in the Drakes Trail notice board. (Cllr Foley)
 14. To note that the consecration of the Upper Cemetery will take place on Thursday 6th May 2021.
 15. BMPC Communications (newsletters, social media, press articles)

- 16.** Highway matters and reports of minor repairs
- 17.** Parish paths (P3) and other footpath matters (Cllr Woollacott)
- 18.** Communications from other agencies and correspondence
- 19.** Business at the Chairman's discretion – no decision making to take place during this item.
- 20.** Items for the next agenda
- 21.** Future Meeting Dates:

Tuesday 11 th May 2021	General Purposes Site meeting at Buckland Monachorum Cemetery at 6pm
Tuesday 18 th May 2021	General Purposes Site meeting at Yelverton at 6pm
Tuesday 22 nd June 2021	Planning Committee at 7pm followed by Full Council meeting at 7.30pm Venue: Clearbrook Village Hall (TBC)