



The Cirl Bunting is the UK's rarest farmland bird. The entire breeding population is found between Exeter and Plymouth.

Coffinswell Parish Council

Serving the Communities of
Coffinswell & Dacombe

AGENDA FOR THE COFFINSWELL ANNUAL PARISH COUNCIL MEETING TUESDAY 17th MAY 2022 AT 7PM IN ST BARTHOLOMEW'S CHURCH

You are hereby summoned to attend the Annual Meeting of the Council, which is to be held at St Bartholomew's Church, Coffinswell on Tuesday 17th May 2022 at 7pm for the purpose of transacting the following business:

- 1. Election of Chair and signing of Declaration of Acceptance of Office.**
- 2. Election of Vice Chair and signing of Declaration of Acceptance of Office.**
- 3. The Chairman will open the meeting and receive apologies.**
- 4. To declare any interests arising at this meeting.**
- 5. Reports:**
 - 5.1** County Councillors' report.
 - 5.2** District Councillors' report.
 - 5.3** Police Advocate and Neighbourhood Watch reports and updates.
- 6. Approval to consider, amend as agreed by the Council and approve the minutes of the following meetings:**

Tuesday 15th March 2022, Tuesday 19th April Extra Parish Council meeting and Tuesday 19th April Annual Parish Meeting.
- 7. Finance**
 - 7.1** To agree and approve the payments schedule.
 - 7.2** To agree and approve the bank reconciliations for March (year-end) and April 2022.
 - 7.3** To note the final quarterly budget update for the year 2021-22
- 8. Audit 2021-22**
 - 8.1** To note the Summary of Receipts and Payments.
 - 8.2** To note the Explanation of Variances.
 - 8.3** To agree the Fixed Assets List.
 - 8.4** To request an extra meeting due to updated guidance on required audit documents.
- 9. Funding & Grants:**
 - 9.1** To receive an update on grants received.
- 10. Footpaths & Highways:**
 - 10.1** To discuss and agree highway notices.
 - 10.2** To receive an update on any other highways issues.
- 11. To note any correspondence received**

To include any other items that do not relate to planning or enforcement, plus any other standing orders that have been omitted on this agenda, that should be otherwise included.

12. Parish Matters:

12.1 To receive an update from the Solar Farm proposal working party group.

12.2 To agree to approve the reviewed Risk Management Policy and Schedule.

12.3 To agree to adopt the Internal Control Policy.

12.4 To note that all remaining council documents and policies are due to be reviewed.

13. Planning & Enforcement Public Question Time:

A period of 10 minutes will be allowed for members of the public to ask questions or make comment regarding planning applications and/or enforcement issues that affect Coffinswell Parish Council.

14. Planning:

14.1 To discuss the following planning applications:

22/00760/FUL – Court Barton Farm, Coffinswell
Agricultural building for the storage of machinery

14.2 To note the following planning decisions:

22/00417/CAN – Brook Cottage, Coffinswell
Reduce height of two Lawson cypress and the felling of one Lawson cypress
Teignbridge District Council does not object to this proposal

15. Enforcement Issues:

15.1 To receive any updates on outstanding enforcement issues.

16. General Public Question Time:

A period of 5 minutes will be allowed for members of the public to ask questions or make comment on the work of Coffinswell Parish Council or on matters arising that affect the Council.

17. To note the date of the next meeting:

Tuesday 19th July 2022

Signed: *J Thompson*
Clerk to Coffinswell Parish Council

Dated: Wednesday 11th May 2022