

**DRAFT MINUTES OF THE
MEETH PARISH COUNCIL ANNUAL GENERAL MEETING**

HELD ON

Thursday 16th May 2019 at 9.10 pm in Meeth Village Hall

The Annual Parish Meeting was held beforehand at which the retiring Chairman, Peter Halsted, gave a review of the past year. During the public session an audience of 17 parishioners questioned councillors about the proposed development in Woody Lane Field. Various points were answered by the applicant, Angus Howie, especially in relation to the community hall/field and car park. It's context within the emerging Neighbourhood Plan was also discussed. At the close of the meeting Peter Halsted was thanked for his years of service to the parish council and as chairman. The meeting closed at 9.08pm with one member of the public remaining for the PC meeting which began at 9.10pm with the returned councillors signing their acceptance of office.

Present: Cllrs: Peter Cobbledick, Henk Boeijink, Angus Howie,
Peter Doyle, William Knapman.

Also present: Parish Clerk/RFO: Lindsay Dearing, WDBCllr. Patrick Kimber,
WDBCllr. Clare Kemp.

1) Election of Chairman for this meeting:

Peter Cobbledick proposed by Cllr. Knapman; seconded: Cllr. Doyle. Vote: unanimous.

i) Cllr. Cobbledick signed the declaration of acceptance of office.

2) Election of Vice-chairman for the municipal year 2019-20.

Not required as a new chairman will be elected for each meeting.

3) Receive apologies of absence: None

4) Declarations of Interest and dispensations:

a) **To receive declarations of interest from councillors on items on the agenda.** Cllr. Howie to abstain for item 8 as he is the applicant.

b) **To receive written requests for dispensations for disclosable pecuniary interests (if any).**

c) **To grant any requests for dispensation as appropriate.**

d) **Declarations of Interest and election expenses forms** were completed.

5) Draft minutes of 14th March 2019 were approved and signed.

6) Finance:

a) **Audit 2018/19: Resolution on declaration as an exempt authority as defined in the Local Audit (Smaller Authorities) Regulations 2015 and signing a Certificate of Exemption.** As the criteria was agreed to be met, a Certificate of Exemption was signed by the chairman and the clerk.

b) **End of year accounts 2018-19** were reviewed and accepted.
Proposed: Cllr. Howie; seconded Cllr. Knapman. Vote: unanimous.

c) **Internal Audit and Annual Governance statement for Annual Return 2018/19.** The annual governance statement for the audit was reviewed, agreed by councillors and signed by the chairman and clerk.

d) **Approval and signing of bank reconciliation to 31/3/2019.**
This was approved by councillors and signed by the chairman and the clerk.

- e) **Accounting Statements for Annual return 2018/19** were agreed, and signed by the chairman and the clerk. The Notice of Public Rights commencement dates will be from 17 June to 26 July.
 - f) **Transfer payment for £10 Village Hall Hire** was signed by the chairman.
 - g) **Cheque payment for 2019/20 Insurance renewal (TBC).**
No Action taken as renewal invoice not received at time of meeting.
 - h) **Confirmation of April transfer payment of DALC subscription 2019/20** was signed by the chairman
 - i) **Clerks election travel expenses to Tavistock** of £10 was authorised and signed by the chairman.
- 7) **Other items for discussion:**
- a) **Co-option now available for two councillor vacancies** and are advertised on the parish web site.
 - b) **Frequency of Parish Council meetings.** This was reviewed and unanimously agreed to henceforth have quarterly meetings of the council in February, May, August and November. Extraordinary meetings can be called if necessary.
- 8) **Planning: 1084/19/OPA Application for Outline Planning Permission with all matters reserved for residential development, village hall, village green access, parking, landscaping and drainage arrangements. Site Address: Woody Lane Field, Station Road, Meeth.**
This application had been widely discussed in the open forum of the proceeding Parish Meeting and that it was in the very early stages of the planning process. It was agreed by unanimous vote (Cllr. Howie abstaining) that the parish council supports this outline application as it complies, in part, with aspects of the Neighbourhood Plan currently being produced.
- 9) **Any other items appropriate to the parish or matters arising at the discretion of the meeting chairman.** The recent appearance and size of the road signs for Devon ClayWorks was commented on.

Date of next meeting: 15 August 2019 at 8.00pm

Close of meeting: 10.17 pm