

EAST PORTLEMOUTH PARISH COUNCIL
IN THE COLERIDGE HUNDRED OF THE SOUTH HAMS OF DEVON

Annual Parish Meeting at 7pm
followed by the **Annual Parish Council Meeting** of East Portlemouth
to be held in East Portlemouth Village Hall on Tuesday 16th May 2023

The following councillors are summoned to attend: Judith Hilditch, Ann Jones, Richard Lawson, John Miller, John Taylor.
Cllr. J. Brazil, the Police and members of the public are invited to attend.

AGENDA

ANNUAL PARISH MEETING

District & County Councillor reports
Annual Parish report
Police report

ANNUAL PARISH COUNCIL MEETING

1. SIGNING OF COUNCILLOR ACCEPTANCE OF OFFICE and register of interests*
2. ELECTION OF CHAIRMAN AND VICE CHAIRMAN
Signing of acceptance of office
3. APOLOGIES – to note apologies received
4. MINUTES OF THE PREVIOUS MEETING HELD ON 4 April 2023
If agreed to be signed by the Chair as a true and correct record
5. DECLARATIONS OF INTEREST
Councillors are invited to declare any disclosable interest they may have in any items to be considered.
6. CO-OPTION OF COUNCILLORS
To consider co-option of Robin Piggott and Crispin Waterhouse to the Council
7. PLANNING & PLANNING MATTERS
To be considered:-
1371/23/FUL: Change of use from ancillary accommodation to mixed use of ancillary accommodation & holiday letting (Retrospective) - The Old Rectory East Portlemouth TQ8 8PA

0762/23/HHO: Householder application for two storey extension & single storey side extension (resubmission of 3959/22/HHO) - 1 The Meadows East Portlemouth TQ8 8PE

0777/23/VAR: Application for variation of condition 2 (approved drawings) of planning consent 20/0678/11/F for modifications to window openings, roof lights, orientation & roof treatment of utility room & removal of existing chimney breast to be replaced with flue in new position - Westwood, High House Farm East Portlemouth TQ8 8PN

For information:-
0854/23/FUL: Demolition of existing detached house & detached garage, erection of replacement detached dwelling, outside pool, boathouse & associated landscaping Harbour Watch East Portlemouth TQ8 8PU **REFUSAL**

8. MATTERS FOR DISCUSSION

- a Car parking arrangements for the Summer
- b Clerk and RFO vacancy

9. COUNCILLORS' AREAS OF SPECIAL RESPONSIBILITY FOR 2023/2024

- Foreshore owners liaison
- Footpaths & hedgerows warden
- Highways
- Dog matters
- Parking matters

10. FINANCIAL MATTERS

- a To approve end of year accounts and sign Annual Governance and Accountability Return forms
- b Resolution to declare the Council meets the qualifying criteria of Regulation 9 of the Local Audit (Smaller Authorities) Regulations 2015 and therefore is exempt from limited assurance review.
- c To agree acting Responsible Financial Officer
- d To approve payments:-
 - Chivelstone Parish Council (Coronation Commemorative mugs) £237.50
 - Hawthorns Accounting Services Ltd £60
 - K Hill £60.00
 - Community First Trading Ltd £222.86 (annual insurance premium)
 - Chivelstone Parish Council £1,300 (50% contribution for First Responder vehicle)
- e To note receipts:- £4,029 1st half precept, £306.06 VAT refund
- f To approve change of bank account to Lloyds Bank and confirm authorised cheque signatories
- g To note cash at bank:- including receipts but before above payments at 16 May 2023 £18,685.39

11. DATES OF NEXT MEETINGS

To note: 6 June, 4 July, 5 September, 3 October, 7 November and 2 January, 6 February, 5 March, 2 April 2024 at 7.00pm; Annual Parish Council meeting 7 May 2024.

* Councillor register of interests may be completed by accessing <https://shwd-registerofinterest.oncreate.app/w/webpage/145GBDKJ1>

Signed:

R. Hill, acting Clerk Date: 10 May 2023