

**MEETING OF DIGBY PARISH COUNCIL**

Dear Councillor

You are summoned to attend **DIGBY PARISH COUNCIL MEETING** to be held in the Digby War Memorial Hall on **Wednesday 18<sup>th</sup> Sept 2019** commencing at **7pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

County and District Councillors, the press and members of Digby electorate are cordially invited to attend.

**PUBLIC FORUM**

The public forum will proceed at 7pm for up to 15mins, when members of the public may ask questions or make short statements to the council.

**DISTRICT & COUNTY COUNCILLORS' MATTERS**

From 7.15pm each Councillor will provide a 5 minute report on the business of their relevant council.

**POLICE**

From 7.30pm the local PCSO to give a 5min report.

If none of the above are in attendance the Parish Council will RESOLVE to commence the full council meeting as soon as possible.

*Angie McDonald*

**Clerk to the Council**

**Date: 6<sup>th</sup> Sept 2019**

1. **CHAIRMAN'S OPENING REMARKS.**
  - a) Welcome.
2. **APOLOGIES and CO- OPTION**
  - a) Apologies for absence and reasons given.
  - b) To consider any applicants for co-option
3. **DECLARATIONS OF PECUNIARY INTEREST & APPLICATIONS FOR DISPENSATION**
  - a) To receive reports on Members' Disclosable Pecuniary Interests in relation to agenda items and to receive applications for Dispensation in accordance with the Localism Act 2011.
4. **SIGNING OF THE MINUTES**
  - a) To resolve to accept the notes of the Parish Council Meeting held on Wednesday 21<sup>st</sup> Aug 2019 as a true and accurate record of that meeting.
5. **PLANNING MATTERS**
  - a) Planning Applications Received  
Nil to date
  - b) Decision Notice.  
19/1007/HOUS 29 Church Street, Erection of a rear infill extension – Permission granted by NKDC
6. **GENERAL PARISH MATTERS**
  - a) Report on the new 'No Dog Fouling' signs put up around the village
  - b) Update on the lack of maintenance of Chestnut Close by NKDC
  - c) Update on the issues with the access into the Manor Farm development.
  - d) Update on the purchase and planting of bulbs within the village boundary along the B1188
  - e) To consider the progress of a plan to erect Village Gateways to define the village boundaries.
  - f) Update on work identified from the Asset inspection carried out by the Clerk.
  - g) To consider the purchase of a small bin for the bus shelter
  - h) Update on the closure of the Mary Gresswell Trust.
  - i) To discuss complaints about hedges and trees overhanging the footpaths.
7. **HIGHWAYS**

- a) To report any potholes or highways problems.
- b) To discuss the mobile speed indicator device, its current location and usage.

8. **THE VILLAGE HALL**

- a) Questions, if any, regarding the recent village hall committee meeting.
- b) Quotes for the boundary work between the Village Hall and neighbour to be discussed in the Closed Session.

9. **DRAINAGE**

- a) To report any updates from IDB or the Environment Agency.
- b) To report on the response from the LCC Flood Officer regarding the weeds in the Beck.

10. **PLAYING FIELD, PLAY AREAS AND VILLAGE GENERAL**

- a) Report on monthly inspection of play equipment from GG & AR.
- c) To confirm the trees in the playing field will be inspected as part of the routine risk assessment for the parish.
- d) To re-consider repairs to the wooden upright struts on play equipment
- e) To confirm the bus shelter seat has been painted and the pest control are dealing with the moles on the field
- f) To review the RoSPA Annual report on the play equipment and approve purchase of play bark.

11. **ALLOTMENTS**

- a) Report from the last Allotment Association meeting.

12. **FINANCE**

- a) Note of bank balances and approve bank reconciliation
- b) To note income received.
- c) To approve for the following payments:

	<u>Invoice</u>	<u>VAT</u>	<u>Total</u>
Salaries/Expenses	TBN		TBN
MalcFirth – Parish Grass cutting	351.63	70.33	421.96
Village Hall Rent Jul	12.00		12.00
RoSPA – Annual inspection	93.00	18.60	111.60
Autella	44.41	8.89	53.30
D Watson – Bus Shelter seat	98.00		98.00
D Watson – Playing Field Gate	99.00		99.00

- d) To appoint the Internal Auditor for 2019/20
- f) Update on the bank signatories.

13. **CORRESPONDENCE**

- a) LALC – Weekly newsletter. Distributed to all councillors
- b) LCC Highways – recommendations for Highways 2020 contracts. Details have been distributed to councillors 16.9.19.
- c) NKDC Paper and Card Collection Trial. Details have been forwarded to councillors 4.9.19
- d) LALC Newsletter Edition 170. Distributed to councillors 16.9.19

14. **DATE OF FUTURE MEETINGS**

Parish Council meetings for 2019  
16<sup>th</sup> Oct, 13<sup>th</sup> Nov and 18<sup>th</sup> Dec

15. **ANY BUSINESS TO NOTE FOR THE NEXT AGENDA**

Review Publication policy

16. **CLOSED SESSION** (for confidential items in accordance with the Public Bodies Act 1960) If required.