

BRAMPFORD SPEKE PARISH COUNCIL

c/o The Old Carriage House
St Andrew Street
Tiverton
EX16 6PH
Tel 01884 251759 or 07891546578

I hereby give notice of a meeting of Brampford Speke Parish Council to be held at Brampford Speke Village Hall on **Wednesday 7th February 2018 at 7.30pm**, to which Councillors are summoned.

Members of the public are welcome to attend the meeting and may speak at the Democratic Period.

Carole Oliphant
Parish Clerk
Brampford Speke Parish Council

Carole Oliphant

30th January 2018

Brampford Speke Parish Council: Cllr S Luxton, Cllr M Merrett, Cllr E Hollingsworth, Cllr A Birmingham, Cllr G Carden, Cllr R Tillett and Cllr J Gibson

As detailed in the Council's Press & Media policy:

- Most papers that have been circulated to councillors will be available (on request) to members of the public at or after the council meeting.
- Members of the public are permitted to film or record council meetings, to which they are permitted access, in a non-disruptive manner.

AGENDA

- 1. Apologies**
- 2. Declarations of Interest under the Code of Conduct**
- 3. Minutes**

- To adopt the minutes of the Parish Meeting held on 3rd January 2018

4. Democratic period

Up to 15 minutes **Open Forum** for members of the public to bring forward any issues not on the agenda (where a matter is already on the agenda members of the public will be given an opportunity to speak when that item is considered, within the framework of the Council's standing orders). Where a decision is required the issue will be placed on the following agenda.

5. Ongoing Topics

- BSVHT – Cllr M Merrett/Cllr R Tillett
- Footpaths & Verges
 - Update from footpath wardens Pam Newby & Bea Fenn
 - Verges – Cllr S Luxton
 - Improvements to Lake Bridge Footpath- Cllr S Luxton
 - Confirmation that the Clerk had applied for an additional £500 P3 funding to help with the cost of contractors to trim the footpaths – Confirmation required by Clerk on a PC contact for liaising with potential contractors and obtain quotations
 - Station Hill mud and debris – DCC confirmed that this was covered by P3 but they had Richard Spurway as the contact – PC to confirm if this is correct and if not who is the contact for Brampford Speke
 - Discussion by PC on any action to be taken to prevent repeat of anti-social behaviour at the Beach in the summer (provision of signage etc)
- Trees – Cllr E Hollingsworth
- Highways – Cllr R Tillett
 - Potholes – Update by Cllr Tillett on a possible joint venture with Upton Pyne

- Section 8 Training – confirmation that Cllr S Luxton and Ed Hollingsworth had agreed to attend this two-day course and had been sent details of how to apply by the Clerk. There is no cost to the Council.
 - Traffic Management – Cllr G Carden – Update on request for second speed survey
 - Communications – Cllr M Merrett – As Wi-Fi is not viable in the village hall did the PC wish to commit to getting broadband installed with funding from the Locality Grant and if so commit to ongoing monthly costs
- 6. East Devon DC (EDDC) matters**
(Except where the matter is covered under another specific heading on this agenda)
- To receive a report from the Councillor S. Grundy for the Exe Valley ward
- 7. Devon County Council (DCC) matters**
(Except where the matter is covered under another specific heading on this agenda)
- To receive a report from Councillor R Bloxham or Councillor S Randall-Johnson
- 8. Planning**
- To receive details of any planning applications since last meeting
- 9. Financial items**
- Financial Reports:
 - Budget to date (previously circulated to and approved by Cllr A Birmingham)
 - Expenses to approve and pay
 - 1 x Cheque to Carole Oliphant (Dec & reimbursement for new Laptop & Software)
 - 1 x Cheque to HMRC (Dec)
 - 1 x replacement cheque to Brampford Pre School (toddlers don't have a bank account)
 - 1 x replacement cheque to BSPCC (incorrect name on original cheque)
 - 1 x cheque to Tiverton Town Council – 20% of clerks SLCC subscription
 - 1 x cheque to DALC – New councillors course
- 10. Chairman selection**
Motion to update the process for Chairman selection based on the following options:
- Do nothing but keep the 'hands up' selection i.e. if someone puts their hand up they get elected
 - Have a rolling chairman where everyone gets a turn on a rotating basis
 - Automatic selection of the vice-chairman after a set period
 - Any other suggestions
- 11. Speke Up**
- Agreement on content of PC submission
- 12. Other information/correspondence received for possible action/discussion/attendance**
- Transparency Act & External Audit – discussion on the PC compliance and if any additional work required to comply
 - The General Data Protection Regulation requires the PC to appoint a Data Protection Officer who manages IT processes (including dealing with cyber-attacks) and other business continuity issues – Motion to appoint the Clerk to the role

13. Next Meeting on Wednesday 7th March 2018 @ 7.30pm at Brampford Speke Village Hall