

Burlescombe Parish Council

21 August 2024

To: All members of Burlescombe Parish Council

Dear Councillor

You are duly summoned to attend a meeting of the **Burlescombe Parish Council** to be held in the Westleigh URC Hall on Monday, **28 August 2024 at 7.00pm**. The meeting is open to the press and the public.

Following the Parish Council meeting, a Working Group meeting will take place for councillors only.

Yours sincerely
Susan McGeever
Acting Parish Clerk

AGENDA

1. **Apologies**
2. **Declarations of Interest/Dispensations**
To receive any declarations of interest relating to business to be conducted at this meeting and
To consider any dispensation requests and confirm any relevant dispensations.
3. **Minutes of Previous meetings:** to approve minutes of the meeting on 5 August 2024.
4. **Public Participation**
5. **To appoint** councillors to committees and working groups following recommendations from the Asset and Responsibilities Working Group and to approve Terms of Reference:

Planning Committee – Councillors Eaves, Forward and Palmer

Amenities Working Group – Councillors Downing, Farley, Forward and Palmer

The Terms of Reference have been circulated to all Councillors and will form an addendum to the minutes of this meeting.
6. **To appoint** councillors as representatives following recommendations from the Asset and Responsibilities Working Group:

Planning- Councillor Eaves
Highways - Councillor Eaves
Footpaths- Councillor Smith
Police Matters - Councillor Scott

7. **To review** representation with external bodies and arrangements for reporting back following recommendations from the Asset and Responsibilities Working Group:

Devon County Council – Parish Clerk to disseminate information/liaise with MDDC Officers
Mid Devon District Council – Parish Clerk to disseminate information/liaise with MDDC Officers
School Liaison/Play Areas – Councillor Farley to report to Full Council
St Mary’s Church - Councillor Palmer to report to Full Council

8. **To approve a communications plan prepared by the communication’s officer (Councillor Smith)**

The plan has been circulated to all Councillors and will form an addendum to the minutes of this meeting.

9. **To consider the following planning applications:**

DCC/4402/2024

County Matter Planning Application

Variation of Condition No. 3 of planning permission reference DCC/4189/2020

(Construction of asphalt plant and associated development including; importation and recycling of reclaimed asphalt product (RAP) for use in plant; and part-demolition of former In-vessel Composting Facility) to allow for amendments to the approved asphalt plant layout and elevations at Broad Path Landfill Site, Composting Facility, Road From Down Farm Cross To Hillhead Quarry, Burlescombe, EX15 3EP

DCC/4403/2024

Regrading of land profile and construction of 2 metre high gabion retaining wall at Broadpath, Uffculme, Devon, EX15 3EP

Other matters:

Devon County Council have requested the Parish Council’s approval to allow bus stop poles at 2 locations:

Burlescombe Rail Bridge (NE-bound) / Ayshford Arms

Burlescombe Village Hall Approach

for holding timetables.

10. **To approve an advert for the position of Clerk/Responsible Finance Officer**

The advert has been circulated to all Councillors and will form an addendum to the minutes of this meeting.

11. **To receive a report from the Chair on:**

- Update on report of Giant Hogweed
- Development of a protocol for the filming of Parish Council meetings
- Maps of the Parish
- Update on the Play Park

12. **Financial matters:**

a) Bank accounts – a letter has been sent to Lloyds Bank

b) Invoices received for payment:

Meeting venues:

Burlescombe & Westleigh Community Hall (refund to Councillor Downing) £ 10.00

Westleigh United Reformed Church £ 14.00

Westleigh United Reformed Church (grant request) £300.00

Westleigh United Reformed Church (defibrillator insurance) £ 11.31

13. Items for next meeting:

- consultation on proposal to change conservation area of Grand Western Canal

14. Dates of the next Parish Council Meetings

11th September 2024