



AXMOUTH PARISH COUNCIL

CLERK:
BECKI DAVEY
2 WESSITERS
SEATON
EX12 2PJ
TEL: 07895 910543

29th April 2021

Dear Parish Councillors and Members of the Public,

Councillors are summoned and members of the public are invited to attend the Annual Council Meeting of Axmouth Parish Council on Thursday 6th May 2021 to begin immediately after the Annual Parish Meeting for the purpose of transacting the following business:

RDavey

Becki Davey
Clerk to the Council

Agenda

LOGIN – please follow the instructions

Axmouth Parish Council is inviting you to a scheduled Zoom meeting.

Topic: APCs Zoom Meeting
Time: May 6, 2021 7:00 PM London

Join Zoom Meeting

<https://zoom.us/j/99761400759?pwd=YWNpUmUwMlpGSjBJTzhKK0swOFR1QT09>

Meeting ID: 997 6140 0759

Passcode: 954029

One tap mobile

+442034815237,,99761400759#,,,,*954029# United Kingdom

+442034815240,,99761400759#,,,,*954029# United Kingdom

Dial by your location

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

Meeting ID: 997 6140 0759

Passcode: 954029

Find your local number: <https://zoom.us/u/adgTdYj7JZ>

Please call the clerk on 07895 910543 if you are having any problems logging in

1. Election of Chairman
 - a) To invite nominations and elect a Chairman for the year
 - b) To receive the Declaration of Acceptance of Office by the Chairman
2. Election of Vice-Chairman

Commencement of Ordinary Council Meeting:

3. To receive and acknowledge apologies.
4. **Declaration of Interests:** In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at East Devon District Council within 28 days of the change.
5. Minutes of the Parish Council meetings held on 17th March 2021 to be approved. (These will then be signed at the next face to face meeting)
6. Highway Matters including VAS sign and 20 mph trial update:
7. Police Report:
8. To set future meeting dates until the next Annual Council Meeting
9. To agree outside body representation: Footpath Warden (P3 Co-ordinator), NALC & DALC, Highways Group, Jurassic Coast Champion, Community Safety Group
10. Review of Internal Control and GDPR procedures:
 - a) Code of Conduct
 - b) Asset Register
 - c) Terms of Reference of Internal Audit
 - d) Financial Regulations
 - e) Standing Orders
 - f) Risk Assessment Procedures
 - g) Grant Awarding Policy
 - h) Complaints Procedure
 - i) Publication Scheme
 - j) Privacy Policy
 - k) Discipline Policy
 - l) Grievance Policy
 - m) Social Media Policy
 - n) Information & Data Protection Policy
 - o) Press & Media Policy
 - p) Management of Transferable Data Policy
 - q) Councillor Privacy Notice

11. Review Action Plan

12. Review Fixed Assets Responsibilities:

13. Financial Matters: *(Unless stated otherwise, any items requiring signatures will be signed at the next face to face meeting)*

- a) To approve the financial statements to the end March 2021 & end April 2021
- b) To review final outturn for 2020/2021 including earmarked reserves
- c) To certify Axmouth Parish Council as exempt from a limited assurance review. *(The Certificate of Exemption will be signed outside of the meeting)*
- d) To consider, approve and sign the Annual Governance Statement for the Annual Audit
- e) To consider, approve and sign the Annual Accounting Statement for the Annual Audit
- f) To approve the income & expenditure accounts 1 April 2020 – 31 March 2021
- g) To consider grant applications from Axmouth PCC for £250 towards the production of the Parish Magazine and £500 towards the upkeep of the graveyard at St Michael's church
- h) To approve the following payments

DALC	Annual Membership	BACS	119.73
Zoom	Annual Subscription	DD	71.94

Additional payments may arise for payment at the meeting

14. Planning Applications:

- a) **New applications for consideration:**
 - 21/0898/COU | Land West Of Leggetts Lane, Rousdon | Temporary change of use of land (for three year period) for the siting of up to seven glamping tents, five dining domes and associated facilities and parking
 - 21/0899/COU | Land To The East Of Leggetts Lane Chadstone Farm Rousdon | Temporary change of use of the land (for a three year period) for the siting of five bell tents, dining domes and associated facilities and parking, plus the alteration and retention of existing access track for a temporary period
 - 21/0813/FUL | Axcliff Golf Club Axmouth Seaton EX12 4AB | Replacement pump house/workshop with associated landscaping and access road
- b) **Scheme of Delegation:** To discuss a scheme of delegation for planning decisions

15. Future of Axmouth Playground:

16. Reports:

- a) County Councillor report:
- b) District Councillor report:
- c) Parish Councillor reports:
- d) Clerk's report:

17. To accept any relevant correspondence – see Appendix A for list of correspondence received

Date of the next Parish Council Meeting: TBA