

# WHIMPLE PARISH COUNCIL

Chairman: Cllr J Griffiths  
Briar Cottage  
Church Road  
Whimble  
EX5 2TA  
01404 823480

Clerk:  
Mr K Finch  
PO Box 900  
Exeter  
EX3 9BW  
01404 823385

Dear Colleague,

You are hereby summoned to attend a meeting of the Parish Council to be held Virtually on Monday 12<sup>th</sup> April 2021 at 7 p.m., to transact the following business.

## PUBLIC PARTICIPATION

The requirement to give notice of the time and place of the meeting (pursuant to the Public Bodies (Admission to Meetings) Act 1960) has been amended to permit this meeting to be held virtually. Where a parish council does this then the principal council (EDDC) will display the notice on their website, however it is limited to notification of the time and place of the meeting. Once notice has been given, the Parish Council may alter the frequency, move or cancel such meetings, without requirement for further notice - a meeting can be cancelled, even if the agenda has been published.

Whimble Parish Council will also post a copy of this agenda onto its website - [www.whimpleparishcouncil.weebly.com](http://www.whimpleparishcouncil.weebly.com).

**For a practical alternative to joining the meeting, residents can contact the Parish Clerk, preferably by email with a question - relevant to the agenda - you wish to be raised with Councillors on your behalf. We will do our best to respond with a written response as soon as possible after the meeting. Members of the public who may still wish to attend will need to contact the Parish Clerk ([whimpleparishcouncil@gmail.com](mailto:whimpleparishcouncil@gmail.com)) before 11.30 a.m. Monday 12<sup>th</sup> April to receive joining instructions.**

1. **Public Participation –**
2. **To accept apologies for absence – Cllr**
3. **Declarations of Interest** - Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Town Clerk in advance of the meeting
4. **To confirm and sign minutes** of Parish Council Meeting held on Monday 15<sup>th</sup> March 2021
5. **Matters arising from the minutes:**
6. **Planning –**
  - i) **New Applications**
    - a) **21/0702/FUL Mr Robin Beuscher Fordton Farmhouse The Green Whimble EX5 2TX**  
Formation of vehicular access – Response
    - b) **21/0703/LBC Mr Robin Beuscher Fordton Farmhouse The Green Whimble EX5 2TX**  
Formation of vehicular access; creation of doorway between lounge and utility room – Response
    - c) **21/0651/FUL Keith Hoskin Rutton Barns Rull Lane Whimble EX5 2NX** Proposed erection of two replacement dwellings following the demolition of the existing agricultural buildings, using Class Q permitted development (ref 20/1791/PDQ) as the fallback position – Response
    - d) **21/0668/OUT Mr & Mrs Whitfield Haldon House Exeter Road Ottery St Mary EX11 1LE**  
Outline application with all matters reserved for the construction of a detached dwelling
    - e) **21/0791/VAR Mr David Withers Whimble Livery And Riding Centre, Lane To Hitts Farm, Hitts Barton, Whimble EX5 2NY** Variation of condition 2 (approved plans) of planning permission 20/2457/FUL (Replacement of existing caravan with a single storey dwelling) to allow changes to layout and fenestration, and construction of chimney - Response

**ii) Planning Applications Approved by EDDC**

- a) **21/0051/FUL Mr Scott Lee 4 The Farm Whimble EX5 2UB** Construction of rear extension - approved with conditions 17.3.21
- b) **21/0198/FUL Nigel Pattison Long Range Whimble EX5 2QT** Change of use from existing self-catering/hotel C1 to form an independent single dwelling house( C3) Approval with Conditions 23.3.21
- c) **21/0098/LBC Erin O'Donnell 6 Strete Raleigh House London Road Strete Raleigh Whimble EX5 2PT** Remove partition wall and door between kitchen and living area and install double doors from kitchen leading to landing area Approved with Conditions 29.3.21
- d) **21/0369/LBC Mr Matthew Coombes Jessamine Cottage The Green Whimble EX5 2TY** Replace 5no. windows on ground floor rear north elevation Approval with Conditions 29.3.21

**iii) Planning Decisions Refused by EDDC**

- a) None

7. **Meetings Attended –**

- i) **Victory Hall** - Cllr Griffiths update

8. **Future Parish Meetings –** clerk to update re legislation changes around virtual meetings

9. **Finance**

- i) a) **Ratify the agreed payments** as per the Payment Schedule dated 1st April 2021

- b) **Ratify the Audit report** dated 1st April 2021

- c) **Year end accounts –** The full year end accounts were sent to all Councillors prior to this meeting for their review

- d) **Consider the Review and comments from the Annual Internal Audit report** completed by Su Calver FCA

**e) AGAR Annual Governance Statement**

Review and approve the Annual Governance Statement for 2020/21 - as the members of Whimble Parish Council your responsible for ensuring that there is a sound system of internal control including arrangements for the preparation of the Accounting Statements.

Section 1 of AGAR to be reviewed and discussed.

If accepted:- ‘We approve the Annual Governance Statements for the year ended 31 March 2021

Proposed: Cllr

Seconded: Cllr

Vote:

**f) Review and approve the Accounting Statements for 2020/21**

Section 2 of AGAR to be reviewed and discussed. For the year ended 31 March 2021 the Accounting Statements in the Annual Governance and Accountability Return have been prepared on a receipts and payments basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners’ Guide to Proper Practices and present fairly the financial position of this authority. If accepted:- We approve the Accounting Statements for the year ended 31 March 2021

Proposed:

Seconded:

Vote :

- g) Appointment of a new Internal Auditor –** The Parish Council needs to seek and appoint a new Internal Auditor in the AGM in May

10. **Maintenance –**

- i) **Parish Field** -Rospa inspection - Update from Cllr Lawrence,

- ii) **Telephone Box** - update

- iii) **Friends of Whimble Station –** following an email from the ‘chair’ of the group - 1.Is there a parish councillor willing to join the Friends of Whimble Station?

2.The clerk reported that the request in the email asking that funds going through the Parish Council is not recommended and frowned upon by external auditors as it can lead to distortion in ‘actual’ income and expenditure, can distort the receipt and payments schedule against the budget

and precept report, adds to the variance reporting at the year end and in the extreme (probably not this case!) can raise questions of money laundering! There is also a potential risk that if the funds were paid to the parish and the group then in some way spent the money 'outside of the rules of the grant' then potentially the money could be reclaimed back by the funding body leaving the PC with the shortfall to try and reclaim from the group.

11. **S016 Update** from S106 sub group
12. **Neighbourhood Plan** – Update from Cllr Dearden
13. **Update on Parish Clerk Resignation/Appointment of a new clerk** – This will be the last Parish meeting with the current Parish Clerk. A new Parish Clerk has been offered and accepted the role, subject to references with a start date of Monday 26th April 2021. There will be a handover period in the last week of April from the current clerk to the new clerk with any ongoing support after April freely available.
14. **Parish Councillor Resignation** –The period during which any ten electors can give notice requiring an election to fill the vacancy expired on the 1st day of April 2021 and the co-option process has commenced with an advert placed seeking residents who are interested in standing as Parish Councillor to register their interest with the Parish Clerk
15. **Chairman's business**

The next Parish Council meeting will be the **AGM to be held virtually on Tuesday 4th May**

*Kevin Finch*

Mr K Finch  
Parish Clerk  
Whimple Parish Council