

# NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of the Parish Council monthly Ordinary meeting on Monday 26<sup>th</sup> July 2021 at 7pm held at the Pavilion building, Back Lane, Newton Poppleford and also via concurrent Zoom Webinar.

	<p><b>Present (remotely):</b>          Cllrs. Burhop (Chair), Carpenter, Chapman, Dalton, Hughes, Lipczynski, Morgan, Tillotson, Tribble and Walker (Quorate).          Clerk, Paul Hayward.          Cllr. Jessica Bailey (DCC) – <i>arrived after start of meeting.</i>          Hon. Footpath Warden, Ted Swan          1 member of the public (MoP)</p>	<p><b>ACTION by:</b></p>
	<p><b>Chair welcomed all Councillors, guests and members of the public to the Council’s July Ordinary meeting and outlined Fire Regulations and CV19 compliance/hygiene arrangements. Chair confirmed that meeting was quorate as per adopted Standing Orders.</b></p>	
	<p><b>Public Forum:</b></p> <p><b>a)</b> Sadly, the speaker from Airband Ltd had been unable to attend the meeting as planned due to illness.</p> <p><b>b) Police Representative.</b>          No Police Report available.</p> <p><b>c) County Councillor Report.</b>          Cllr. Bailey was not in attendance at this point of the meeting as an earlier engagement had delayed her arrival.</p> <p><b>d) District Councillor Report.</b>          District Councillor report had been received from Cllr. Ranger and published. No questions from Councillors or MoP.</p> <p><b>e) P3 / Hon. Footpath Warden (HFW)</b>          Verbal report from Mr. Swan on footpath matters in parish.          Summary:          Ongoing issues on FP1 – DCC PROW team working with Mr. Swan          Exceptional foliage growth at present – DCC had not undertaken primary seasonal cuts. Clerk was asked to chase them accordingly.          Poor response to Himalayan Balsam “pulling” events. Mr. Swan highlighted the fact that plant was becoming more invasive and was likely to spread as seed pods burst in late August/early September.          Two further dates planned – 7/8 and 4/9, both 9.30am starts.          Reports of vandalism on WM – Willow whips being snapped off and used as toys by younger residents!          Mr. Swan had kindly repaired the Life Ring post on WM2.          Further reports of damage/theft to posts installed on WM1 to mark area of rewilding. 10 had been stolen. Cllr. Hughes kindly offered to replace FOC and to install them with Mr. Swan.</p> <p>Chair thanked Mr. Swan for all his hard work throughout the year and for going above and beyond in his service to the parish.</p>	

	<p><b>f) Public Representations and questions.</b>  Representations from member of the public regarding:  Plant growth in stream at Venn Ottery Village Green potentially blocking the watercourse and exacerbating flooding risk.  Further representations on a similar topic re: flood channel underneath A3052 from WM2.  Mr. Swan mentioned a fallen tree across back brook which he had kindly cleared.  Clerk was asked to attend to the two plant growth issues by way of his delegated authority, and in liaison with the Council's Ground Maintenance Contractor.  Clerk: Please note and action accordingly  <b>With no other public speakers, Chair closed the public forum at 7.20pm</b></p>	
21/030	<p><b>Apologies for absence:</b>  Apologies received from Cllr. Bilenkyj.  <i>It was proposed from the Chair that the apology for absence be accepted. Resolved unanimously.</i>  Cllr. Ranger (EDDC), Cllr. Bailey (DCC) and Lynda Sudlow (Airband) had also sent their apologies for absence.</p>	
	<p><b>Cllr. Bailey joined the meeting at 7.25pm.</b></p>	
21/031	<p><b>Declarations of Interest made / Dispensations Noted:</b>  All members present are, by definition, members of the NPPFF Trustee Board and declare a personal interest in that capacity.  Cllr. Tillotson was afforded a dispensation * at the Ordinary meeting held 22/07/2019 to discuss and vote upon matters pertaining to parish allotments. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager.  * <i>Localism Act 2011 (s.33)</i>  Cllr. Hughes was afforded a dispensation * at the Ordinary meeting held 18/05/2020 to discuss and vote upon matters pertaining to trees. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of his personal and disclosable pecuniary interests as owner of Bowhayes Trees Ltd.  * <i>Localism Act 2011 (s.33)</i>  Cllr. Dalton was afforded a dispensation * at the Ordinary meeting held 29<sup>th</sup> March 2021 to discuss and vote upon matters pertaining to parish allotments. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as an allotment tenant.  * <i>Localism Act 2011 (s.33)</i>  Cllr. Tribble declared a pecuniary interest relating to agenda item 21/039b).  Cllr. Hughes declared a pecuniary interest relating to agenda item 21/038b) and 21/039b)  Cllr. Morgan declared a pecuniary interest relating to agenda item 21/039b).  Chair reminded all members that further declarations could be made during the meeting if necessary</p>	
21/032	<p><b>To consider any matters listed on this agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960:</b> No matters considered as confidential other than those already listed on agenda.</p>	

21/033	<p><b>To consider and, if thought fit, approve the minutes of the Ordinary meeting of Council held 28<sup>th</sup> June 2021:</b>  <i>Approval proposed by Cllr. Walker. Seconded by Cllr. Tribble. Resolved unanimously.</i></p> <p><b>To consider matters arising from these minutes:</b>  Update on bus stop removal at Burrow A3052 and foliage clearance on bus shelter at Burrow Lane junction. Chair asked Clerk to circulate the EDDC Decision Notice for the Hoppins Farm “Menage” consent.  Clerk: Please note and action accordingly.</p>	Clerk
	<p><i>Chair proposed suspension of Council’s Standing Orders to allow Cllr. Bailey to present her County Councillor report. Seconded by Cllr. Hughes. Resolved unanimously.</i></p>	
Public Forum (re-opened)	<p><b>c) County Councillor Report.</b>  Summary:  Attended HATOC (DCC) meeting with Cllr. Ranger and Chair of the PC to discuss concerns over Four Elms Hill works and delays. General consensus of agreement that works undertaken were sub-standard and not in accordance with those agreed previously. Noted that further works to rectify and make good would necessitate a further closure, diversion order and diary scheduling. Walked FP1 with the P3 warden and a member of DCC PROW team. Noted challenges in making route more accessible and thanked Mr. Swan for his continued service and diligence. Cllr. Bailey continued to press for a 20mph speed limit in the village. Frustrations voiced re: refusal of Coleridge Medical Practice to engage with the PC in terms of the ongoing surgery closure and consultation.  Questions from members of Council:  (HH) Discussion re: Tipton St John Primary School  (BC) Queries over how FEH works could be done so badly!  (MT) Highlighted recent traffic accidents on FEH after the works.  (SPT) Query over where new line markings will end on FEH.  (Chair) Suggestion that all road defects on FEH be undertaken at the same time to prevent a further closure in the future.  Chair thanked Cllr. Bailey for attending and for her comprehensive report and ongoing efforts for the parish.</p>	
	<p><i>Chair proposed resumption of Council’s Standing Orders. Seconded by Cllr. Hughes. Resolved unanimously.</i></p>	
21/034a)	<p><b>To review the minutes of the meeting of the Council’s Finance Committee 15<sup>th</sup> July 2021 as circulated to members and to note and ratify recommendations:</b>  Chair outlined main points from the committee meeting.  Noted by all present.  <i>No matters arising.</i></p>	
21/034b)	<p><b>To review the minutes of the meeting of the Council’s Policy and Personnel Committee 22<sup>nd</sup> July 2021 as circulated to members and to note and ratify recommendations:</b>  Chair outlined main points from the committee meeting.  Noted by all present.  <i>No matters arising. Clerk to liaise with Chair of PPC to arrange date for next meeting.</i>  Clerk: Please note and liaise accordingly.</p>	

21/035	<p><b>Correspondence received:</b> None received that had not already been circulated to members.</p>	
21/036	<p><b>Chair's Announcements / Matters of Urgency / Statement on ongoing CV-19 situation:</b></p> <p>Chair noted lifting of national CV19 restrictions and that effective responsibility for safeguarding public health had been passed onto members of the public themselves. Chair reminded all parishioners to be kind and considerate to others, especially where their views on compliance differed to others. Chair confirmed that the Parish Council stood ready to assist further should circumstances/events necessitate.</p>	
21/037	<p><b>To consider matters pertaining to road safety in the parish:</b></p> <p>i) Re: Burrow Bus Stops. Clerk had chased Stagecoach for their formal confirmation that the two bus stops were to be de-commissioned. Noted.</p> <p>ii) The issue of Four Elms Hill (and the recent unsatisfactory works) had been covered previously. Chair had been invited to speak with Radio Exe on the subject.</p> <p>iii) Correspondence had been received re: overgrown hedges in Back Lane which were causing traffic to drive off-centre causing damage to opposing verges. Clerk was asked to contact the owner of the hedge to seek their agreement to cut the hedge back, and to liaise with the owner of the property adjacent to the verge to see if any solutions could be brought forward to mitigate the problems they were experiencing.</p> <p>Clerk: Please note and action accordingly</p>	Clerk
21/038	<p><b>Planning Matters to be considered:</b></p> <p><b>a)i) To consider planning applications received:</b> ONE - 21/1933/FUL – Elm View, 57 Burrow Lane, NP Amendments to previously submitted (and supported) plans regarding change of building materials required. <i>It was proposed by Chair, seconded by Cllr. Dalton, that the Parish Council did NOT support the application as the proposed materials did not accord with the NPH Neighbourhood Plan. Resolved nem. con.</i></p> <p><b>a)ii) To ratify planning decisions agreed by consensus decision and by virtue of the delegated authority afforded to the Clerk by the extant Delegation Policy:</b> ONE - 21/1728/FUL – Summerhay, Venn Ottery Rd. NP Constr. first floor extn. and provision of side-facing windows <i>It was proposed by Chair, seconded by Cllr. Walker, that the Parish Council ratify the decision to SUPPORT this application. Resolved unan.</i> Clerk: Please respond to EDDC Planning dept. with these planning comments</p> <p><i>Agenda item 21/038 (Planning) continued overleaf</i></p>	Clerk

	<p><b>b) To consider planning applications received after primary agenda publication, and published on a supplementary agenda and previously circulated to members of Council:</b>  <i>Chair proposed suspension of Council's Standing Orders to allow public representations in relation to this planning application. Seconded by Cllr. Lipczynski. Resolved unanimously.</i>  Cllr. Hughes, having previously declared a pecuniary interest in this matter, left the room at this point.  21/1663/FUL – Bowhayes Farm, Venn Ottery. EX11 1RY  Construction of 2 no. one-bedroom cabins  <i>Representations from applicant's agent.</i>  <i>Chair thanked Mr. Paley for his representation.</i>  <i>Further representations of support from nearby resident.</i>  <i>Chair noted that the PC had previously objected to a similar application on the same site on the grounds that the proposed loss of agricultural land was in contravention of the "made" NPH Neighbourhood Plan but that the new application required no such land loss.</i>  <i>It was proposed by Cllr. Walker, seconded by Cllr. Carpenter, that the Parish Council support this application.</i>  <i>7 votes for, 1 against and 1 abstention. Resolved.</i>  Clerk: Please respond to EDDC Planning dept. with this planning comment.  Cllr. Hughes re-joined the meeting.  <i>Chair proposed resumption of Council's Standing Orders. Seconded by Cllr. Lipczynski. Resolved unanimously.</i>  <b>c) Tree (Planning) Matters:</b> None advised to Council.  <b>d) Planning Determinations/Decisions:</b>  None advised since last meeting of the Council.  <b>e) Appeal Matters:</b>  None advised to Council.  <b>f) Planning Correspondence:</b>  None received.  <b>g) To note and respond to planning consultations received:</b>  It was noted that EDDC had provided data taken from the initial Local Plan Consultation exercise regarding village settlements and Chair agreed to respond to EDDC with some minor corrections as discussed by members (via email).  <b>h) To consider Council's decision-making processes when considering planning applications in the parish now that the Neighbourhood Plan has been "made":</b>  Clerk reported that EDDC's NHP Officer, Angela King, had offered to make a presentation to the Parish Council in September to highlight how the adoption of the Neighbourhood Plan will affect planning decision-making in future. Clerk was asked to formally invite both Angela and Gill Cameron-Webb as Chair of the NHP Steering Group.  Clerk: please note and action accordingly.  <i>In anticipation of this presentation, Chair proposed that 15 extra copies of the Neighbourhood Plan (Referendum version) be printed and bound so that each and every member of the Parish Council would have their own copy for reference and review. Seconded by Cllr. Dalton. Resolved unanimously.</i>  Clerk: Please arrange accordingly using delegated authority for NHP spending already afforded.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>Opportunities for additional tree planting and funding also existed via bodies such as The Woodland Trust, the Forestry Commission, Devon County Council etc and the Parish Council was in a position to take advantage of such schemes as it did own land that could be used for such projects.</p> <p><b>a)iii) To consider plans for Celebration of HM The Queen’s Platinum Jubilee – June 2022:</b></p> <p>The issue of parish celebrations was felt to be a topic that needed to be explored by the Council and it was agreed to consider this matter in the earliest opportunity at a Full Council meeting.</p> <p>Clerk: please add to the first available Full Council agenda.</p> <p>Cllr. Walker highlighted the suggestion that a “landmark” tree be planted in the parish to celebrate the Platinum Jubilee and Chair suggested that this form part of the CCEWP report to the next meeting.</p> <p>Chair (CCEWP): Please discuss when presenting to Council on 27/9.</p>	<p>Clerk</p> <p>Chair (CCEWP)</p>
21/040b)	<p><b>b) To consider matters pertaining to recent and ongoing water mains disruption in the village &amp; parish:</b></p> <p>Clerk provided an update following correspondence with SWW. Chair suggested that the PC support householders who were seeking financial compensation from SWW for service disruptions. Cllr. Tribble suggested that householders write to SWW (not phone) as this would provide written proof of their claims if later disputed or mislaid.</p> <p>Cllr. Hughes advised that Venn Ottery had also suffered disruption and that any support package should not just be “village-centric” but parish-wide.</p> <p>Clerk was asked to maintain dialogue with SWW HQ and to report back to Council for further discussion and consideration of the issue in September.</p> <p>Clerk: Please note and action accordingly.</p>	<p>Clerk</p>
<i>21.00hrs</i>	<p><i>As the meeting had been in progress for 2 hours already, the Chair proposed that Standing Orders be suspended to allow the meeting to continue. Seconded by Cllr. Walker. Resolved unanimously.</i></p>	
21/040c)	<p><b>c) To consider locations for proposed amenity planters across parish; the locations to be then passed to DCC Highways Team for approval under licence, prior to installation; to note recommendation of Finance Committee for expenditure via delegated authority to RFO of upto £1200 (net):</b></p> <p>The following locations were agreed upon (in principle, to be formally approved by DCC Highways Officer);</p> <p><i>At Venn Ottery – outside Bowhayes Farm</i>  <i>At Venn Ottery Road Cemetery entrance splay</i>  <i>Below gateway sign on A3052 eastbound at Burrow</i>  <i>Below gateway sign on Exmouth Road northbound</i>  <i>Below gateway sign on A3052 westbound at Otter Reach</i>  <i>Below gateway sign on School Lane northbound</i></p> <p><b>Proposed by Chair, seconded by Cllr. Walker. Resolved unanimously.</b></p> <p>Clerk: Please forward these locations to the DCC Highways Officer and seek his consent for their placement.</p>	<p>Clerk</p>

21/040d)	<p><b>d) To consider revised proposals for the refurbishment of the WC in Roberts Way and to reach agreement on whether to re-open the facility prior to the proposed refurbishment; update from Clerk on CV19 cleaning guidance and to note correspondence from 3<sup>rd</sup> parties living nearby:</b></p> <p>It was proposed by Chair, seconded by Cllr. Hughes, that Council should endeavour to re-open the WC facility for public use as soon as was practicable subject to the provision of suitable cleaning services to ensure that hygiene standards be maintained. Furthermore, after discussion, it was proposed that any future refurbishment plans allow for the reduction in the facility to a single cubicle site which would reduce refurbishment costs and enable cheaper and easier cleaning thereafter. 10 votes for, 1 against. Resolved nem. con.</p> <p>Clerk: please note and bring this matter before the next Finance Committee meeting to consider the next steps forward. Please investigate local cleaning contractors to enable cleaning to be undertaken (deep-clean and routine cleaning).</p>	Clerk
21/040e)	<p><b>e) To consider proposal for the purchase and installation of a second eco-toilet at the Hunger Hill allotment site (as deferred from Finance Committee):</b></p> <p>It was proposed by Cllr. Lipczynski, seconded by Cllr. Tribble, that Council supported the purchase and installation of a 2<sup>nd</sup> Eco-Toilet facility at the allotment site (as a user amenity) "in principle" but that the matter should be deferred to the Finance Committee to consider pricing and design options. Resolved unanimously</p> <p>Clerk: please note and add to next Fin.Comm. agenda.</p>	Clerk
21/040f)	<p><b>f) To consider update on matters pertaining to the ongoing Surgery consultation and the recent correspondence from Coleridge Medical Practice (CMP), Ottery St Mary:</b></p> <p>Chair reported that CMP had declined to attend a meeting of the Parish Council to discuss the Council's concerns and suggestions for continued Surgery amenity in the village and parish. Members felt that this was regrettable and that it gave rise to the belief that the consultation was a "paper exercise" and that decisions had already been taken to remove the surgery service from the parish. Members were united in their dissatisfaction with the current state of affairs and did not wish to see the surgery service lost especially as the proposed replacement surgery building in King Alfred Way was not going to be provided by the landowner. Chair proposed that he write, on behalf of the Parish Council, to CMP expressing Council's concerns and disappointment at the lack of engagement with the Parish Council and to seek a response. Agreed by all members as a sensible way forward in the absence of any alternative suggestions or proposals. Cllr. Bailey also agreed to maintain pressure at DCC to maintain the surgery service in the parish.</p>	
21/040g)	<p><b>g) To consider committee memberships in light of recent concerns over meetings being inquorate:</b></p> <p>Volunteers were sought for the two standing committees, Finance and Policy &amp; Personnel.</p> <p>Cllr. Tribble volunteered to serve on the Finance Committee.</p> <p>Proposed by Chair, seconded by Cllr. Hughes. 10 votes for, 1 abstention (SPT). Resolved. Clerk: Please note and update website accordingly.</p>	Clerk



21/040h)	<p><b>h) To consider recent correspondence regarding dog walking amenity in Webbers Meadow and to discuss proposals for improvements to that amenity:</b></p> <p>Summary of discussion:  <i>Webbers Meadow is a parish recreation area and is for shared use between all users; dog-walkers and non-dog walkers alike. Re-wilding projects and reduced grass-cutting frequency have had an impact, both positive and negative. Longer grass is not conducive to collection of dog waste. Equal treatment and consideration must be shown, and exercised, by all users towards their fellow residents and visitors. Other areas better suited to “dogs-off-leads” were available but were often accessible only by vehicle and thus not environmentally friendly. Consideration could be given to creating a specific “dogs-off-lead” area within Webbers Meadow (WM2?) in the future, suitably signposted.</i></p> <p>It was suggested by the Chair that this option be considered by the Parish Council for the 2022/23 season (ie. beginning April 2022) but that further discussion should take place before then to consider the matters of signage, enforcement and grounds maintenance.</p> <p><b>Chair proposed that this be re-considered when Council looked at the Budget and Precept for 2022-23 later in the year. Resolved.</b></p> <p>Clerk: Please add to the agenda for the initial B&amp;P discussions in November via Fin.Comm.</p>	Clerk
21/040i)	<p><b>i) To note that Council does not ordinarily meet in August and, therefore, to consider delegating authority * to the Clerk to carry out any regulated and lawful activities on behalf of the Parish Council that may be necessary in the absence of a formally convened meeting of the Parish Council, including (but not limited to) the submission of planning comments and decisions; any such decisions/activities to be referred to the Chair and Vice-Chair of the Parish Council beforehand, and then notified to all members of the Council (by email or by post) with these decisions/activities being ratified by the Parish Council at the first available opportunity, or at the Ordinary Meeting scheduled for 27th September 2021 (whichever comes first): * By virtue of the extant Parish Council Delegation Policy, previously approved.</b></p> <p><b>Proposed by Cllr. Lipczynski, seconded by Cllr. Tribble. Resolved unanimously.</b></p> <p>Clerk: please note and action accordingly / if necessary.</p>	Clerk
21/041	<p><b>Date and time of next meeting:</b></p> <p>The next ordinary Meeting of council will be held on Monday 27<sup>th</sup> September 2021, at 7.00pm at the Pavilion building in Back Lane.</p> <p>Clerk: Please note and publish agenda accordingly.</p>	Clerk
21/042	<p><b>It was proposed by The Chair, seconded by Cllr. Chapman, that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Resolved unanimously.</b> All members of the public left the meeting at this point.</p>	

21/043	<p><b>Matters to be considered in committee session:</b></p> <p>i) To consider recommendation of the Policy and Personnel Committee held 22/07/2021 (21/034b).</p> <p><i>It was proposed by Chair, seconded by Cllr. Chapman, that the Council approve the recommendation of the Committee to increase Clerk's employment hours to 22hrs per week (from 16) and to increase Council's Employer Pension Contributions from 3% to 8% both with immediate effect. Resolved unanimously.</i></p> <p>However, in light of the fact that negotiations were still continuing between the NJC and the Government on the 2021-22 pay settlement, no further decisions would be possible in relation to Clerk's remuneration until these negotiations were complete. Any future award (based on Clerk's Performance Review) would be backdated until 1<sup>st</sup> February 2021 (the annual review date).</p> <p><i>RFO: please note and integrate the resolution above into the monthly employment calculation as resolved.</i></p> <p>ii) To consider matters pertaining to the proposed new bridge crossing at Webbers Meadow to replace "The Red Bridge" at Harpford. Correspondence received considered as confidential.</p> <p><i>Report received from Mr. Swan, Hon. Footpath Warden. County were still concerned about condition and longevity of The Red Bridge, especially in light of worsening bank erosion. The proposals for the new crossing would entail some changes to the usage and restrictions currently on force on Webbers Meadow but these were consistent with DCC PROW policy on "multi-use" accessibility and encouraging the public to use the routes for recreation and exercise.</i></p> <p>After discussion, the principles outlined in the DCC correspondence were considered acceptable albeit it was suggested that better signage be installed (at the point that the new bridge and access become operational) to alert all users to the proposed "multi-use" and that the Parish Council welcome and supported the creation of a new bridge crossing as a positive step for the parish and to negate the need for pedestrians to cross the Otter Bridge (A3052) on foot.</p> <p><b>Clerk was asked to liaise with DCC and offer whatever support and assistance was necessary to bring this project forward as expeditiously as possible given the potential loss of The Red Bridge.</b></p> <p><i>Clerk: Please note and action accordingly. Please report back to Council as and when development/progress warrants.</i></p>	<p>RFO</p> <p>Clerk</p>
	<p><b><i>With no further business to discuss, Chair closed Council meeting at 10.10pm.</i></b></p>	

Minutes of the Parish Council monthly Ordinary meeting on Monday 26<sup>th</sup> July 2021 at 7pm held at the Pavilion building, Back Lane, Newton Poppleford.

Minutes of the Parish Council monthly Ordinary meeting on Monday 26<sup>th</sup>  
July 2021 at 7pm held at the Pavilion building, Back Lane, Newton Poppleford.

*Signed as a true record of the meeting above:*

Chair: \_\_\_\_\_ Date: \_\_\_\_\_

**Action Points from this Ordinary Meeting are shown below**

**Action Points from ORD meeting of NPHPC – 26<sup>th</sup> July 2021**

<b>Action Required</b>	<b>By Whom</b>	<b>By When</b>	<b>To/For</b>	<b>Min Ref:</b>
Arrange maintenance works at VOVG and WM2 re: plant growth clearance on watercourses & flood channels.	Clerk	ASAP	NPHPC	P/Forum
Circulate Hoppins “Menage” planning decision notice	Clerk	ASAP	NPHPC	21/033
Liaise with landowners at Back Lane re: hedges and verges	Clerk	ASAP	Various	21/037
Submit Planning Comments as resolved	Clerk	ASAP	EDDC LPA	21/038
Arrange for printing and publication of extra NHP copies as resolved	Clerk	ASAP	NPHPC	21/038
Make JULY payments as resolved	RFO	By end of month	NPHPC	21/039
Add CCEWP discussion to SEP ORD agenda	Clerk	SEP	NPHPC	21/040a)
Add HM The Queen’s Platinum Jubilee Celebrations to next available agenda.	Clerk	ASAP	NPHPC	21/040a)
Add SWW support issue to SEP agenda	Clerk	SEP	NPHPC	21/040b)
Liaise with DCC HWO re: Planter locations	Clerk	ASAP	DCC HWO	21/040c)
Add WC Re-Opening/Cleaning to next Fin.Comm. agenda	Clerk	ASAP	F/Comm.	21/040d)
Add Eco-Toilet at Allotment Site to Fin.Comm. agenda	Clerk	ASAP	F/Comm.	21/040e)
Chair to write to CMP re: surgery consultation concerns	Chair	ASAP	CMP	21/040f)
Update website re: Finance Committee membership	Clerk	ASAP	Website	21/040g)
Add issue of WM2/Dogs-off-lead to NOV Finance Committee for review.	Clerk	NOV	F/Comm.	21/040h)
Publicise date of next meeting 27/9	Clerk	SEP	NPHPC	21/041
Arrange Remuneration changes as resolved	RFO	ASAP	NPHPC	21/043i)
Liaise with DCC PROW re: Bridge Crossing	Clerk	ASAP	DCC	21/043ii)