



COMBE MARTIN

PARISH COUNCIL

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To: Cllrs D Woodbury (Chairman), C Wyer (Vice Chairman), H Mallinder, C Withers, K Wyer, P Walker, M Richards, A Cossey, C Davidson, S Daukes, and S Coomber

You are hereby summoned to attend **a virtual Extraordinary meeting** of Combe Martin Parish Council, which will be held at **7pm on Monday 22 February 2021, using the Zoom platform to provide video and audio conferencing** for the purpose of transacting the following business.

Members of the public are welcome to attend and, to do so, must notify the Clerk of their request, preferably, by noon on the day of the meeting and provide an email address or telephone number for the Zoom platform. Upon receipt, the Clerk will send out an invitation to join the meeting. Members of the public do not need to sign up for an account with Zoom to join the meeting. The meeting may be recorded.

Note: Please note that prayers will be said at 6.55pm prior to the meeting for any Council Member who wishes to attend.

Parish Clerk

Date of issue: 17 February 2021

AGENDA

PART A:

1. Apologies

(Please make any apologies known to the Clerk)

2. Declarations of interest

To receive declarations of personal interests and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members are reminded that all interests:

- Should be declared at the beginning of the meeting.
- Should be declared prior to the item being discussed.
- Must be declared on the “Register of Interests” form at the meeting, when making a declaration.

3. To consider any requests for dispensations

4. Public Participation Period

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting shall not exceed 30 minutes and a member of the public shall speak for not more than three minutes.

Members of the public who have requested to attend the meeting will be sent a Zoom invitation that will include joining instructions.

5. Cashless Parking Options

Motion: To consider and approve a cashless parking solution for Combe Martin Parish Council Car Parks.

Council Members are asked to refer to the Cashless Parking Options paper, which shall be circulated prior to the meeting.

Cashless parking is becoming increasingly popular and is one of the easiest way to park. With user-friendly mobile technology, cashless parking allows you to pay for parking with a credit or debit card, rather than using cash at a pay and display machine.

To note: The Chairman's briefing about overnight parking in the Parish Council's seaside car parks, and launching small vessels from Combe Martin Beach. The Chairman invites discussion from Council Members on these issues at the Parish Council meeting on Monday 8 March 2021.

6. Correspondence

1. Email from South West Water (SWW) – SWW is seeking comments from the Parish Council on proposed improvement works at the Lorna Irwin pumping station.

7. Virtual meeting with the Environment Agency

To note: The Chairman's briefing on the items that were discussed at the informal meeting with the Environment Agency on 10 February 2021.

The Chairman, Vice Chairman, and the Clerk meet regularly with representatives from the Environment Agency's Devon team to discuss flood alleviation and bathing water quality issues in Combe Martin.

8. Review of Committees and Sub-Committees

Motion: To determine the Terms of Reference and Membership of the amalgamated Finance and Audit Committee and appoint a Chairman.

A resolution to combine the Finance and Audit Committees was made at the January 2021 Parish Council meeting.

Motion: To determine the Terms of Reference of the Parks and Open Spaces Committee, which has replaced the two Hollands Park Sub-Committees, and appoint a Chairman.

A resolution to replace the two Hollands Park Sub-Committees with a Parks and Open Spaces Committee was made at the January 2021 Parish Council meeting.

Motion: To review the Terms of Reference for each of the following committees, and sub-committee, and appoint Chairmen:

- Personnel Committee
- Asset Management Committee
- Emergency Committee
- Planning Sub-Committee

Motion: To consider and determine whether the car parking review and beach policy review should be taken forward separately from the above committees and a new sub-committee or working party created solely for the purpose of these reviews.

Council Members are asked to refer to Standing Order no.4. **COMMITTEES AND SUB-COMMITTEES, MAKE UP AND FUNCTION**, pages 7 to 11 of the Parish Council's Standing Orders adopted by full Council on 14 September 2020.

Standing Order no. 4 sets out the Parish Council's procedure for determining committees and sub-committees, including the committee or sub-committee's terms of reference, the terms of office of members, chairman, the place, notice requirements and quorum for meeting, and public participation.