**THORVERTON PARISH COUNCIL MEETING**

To all members of the Council

You are hereby summoned to attend a Meeting of the above named Parish Council to be held at Thorverton Memorial Hall on Tuesday 14th February 2017, commencing at 7.30pm, for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

Alison Marshall

Alison Marshall Clerk to the Parish Council thorvertonpc@gmail.com 01392 861228 (08/02/2017)

**AGENDA**

Standing Orders suspended.

1. **Open Session** for public participation (15 minutes)
2. **To receive reports from** i) D/Cllr Deed ii) C/Cllr Squires iii) PCSO Roberts

Standing Orders to be resumed.

1. **Apologies** for absence
2. **Declarations** of Interest
3. **Dispensation** requests
4. **Confirmation of Minutes** of the meeting of Tuesday 10th January 2017 (circulated)
5. **Planning Applications** – to consider planning applications received to the date of the meeting –
   1. 17/00079/DPO discharge of Planning Obligation – Poole Farm, Thorverton (93/00102/FUL)
   2. 17/00182/CAT notice of intention to reduce limbs of 1 Oak tree by 2m and fell 2 Acacia trees both within a Conservation Area at 7 Silver Street, Thorverton

**Planning decisions** – to note any planning decisions received to the date of the meeting -

1. 16/01956/HRN Hedgerow Removal Notice for the relocation of 52m of hedgerow at land South of

Willhaven, Thorverton – permission granted

1. **Communications –** to consider/note communications received to the date of the meeting (circulated) -
2. Devon Countryside Access Forum - vacancies
3. Thorverton Bridge – essential repair works (to note)
4. East & Mid Devon Community Safety Partnership - annual conference Wed 5 April 2017
5. GA Sully & Sons Ltd – Blue Lias paving and Kerbs
6. M Askham – request for a deposit of £350 re. new PC notice board
7. Silverton Parish Council – request for a TAP funding letter of support regarding a 30mph sign
8. Thank you letter from Ring and Ride – recent TPC grant (to note)
9. Thank you letter from Citizens Advice – recent TPC donation (to note)
10. **Village Handyman/Road Warden –** to consider the Handyman’s monthly report (circulated) and a) payment of hours worked b) duties for next month c) the 3 month employment review d) the purchase of equipment as detailed in the report e) a storage container for Handyman equipment and tools
11. **Society of Local Council Clerks –** to consider annual membership to this Society at a cost of £86.00
12. **Allotments –** to receive an update from the Clerk and to consider a deposit refund of £25 for plot 20 and the letting of the remaining plot
13. **Grant Funding Applications** (circulated) **–** to receive recommendations from the working party and to consider granting funding to
14. **Thorverton and Brampford Speke Community Project –** request for up to £4,000 towards repairs to Hulk Lane
15. **Thorverton PTFA –** request for up to £2,000 for school laptops
16. **Financial matters –**  to consider the following payments:

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| --- | --- | --- | --- |
| Feb 2017 | Clerk - salary (net of tax) |  | £256.12 |
| Feb 2017 | Clerk – HMRC |  | £ 59.52 |
| Feb 2017 | Clerk – expenses | Re-imbursement of: annual McAfee laptop security £45.00, Leafield salt bin £173.34 (inc.VAT), printer ink £34.00 | £252.34 |
| Feb 2017 | Handyman - salary (net) |  | £ 75.00 |
| Feb 2017 | Handyman - HMRC |  | £ 25.00 |

* To note the bank balances as at 01/03/2017 £43,191.23 (ring-fenced funding: £30,000. new Cemetery, £1,515. defibrillator maintenance)
* To note the Clerk is in the process of arranging for Cllrs Waldron and Lane to be bank signatories

1. **Parish Plan (2008) revisited –** to hear from Cllr Lane regarding the next topic for review

# Thorverton Post Office – to receive an update on the Post Office and to consider any actions

# Development –

* New Cemetery – to consider the January PCC meeting and the next steps for the PC

1. **Highways -**

* Hulk Lane – to receive any update on the proposed bridleway
* School Lane – to receive any update regarding the road verge, zig zag lines, and hedges
* 30mph signage – to receive an update from C/Cllr Squires regarding the Traffic Order for the 30mph signs
* Wall in Dark Lane – to receive an update from Cllr Bright and to consider the way forward

1. **Representative reports –** from TMGT, Focus, Memorial Hall, Raddon Group and the School
2. **Monthly Market –** to receive feedback January and February markets and to secure a volunteer for March
3. **Internal Auditor –** to consider the Internal Auditor for this tax year
4. **Business at the Chairman’s discretion –** Councillors are respectfully reminded that this is not an opportunity for decision making.
5. To confirm the date, time, and venue of **the next Parish Council Meeting** being

**Tuesday March 14th 2017** at 7.30pm in the Memorial Hall, Thorverton. All are welcome to attend.