

THORVERTON PARISH COUNCIL MEETING

To all members of the Council

You are hereby summoned to attend the Annual Council Meeting of the above named Parish Council to be held at Thorverton Memorial Hall on Tuesday 9th May 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 (04/05/2017)

AGENDA

- 1. Election of a Chairman and signing of the Declaration of Acceptance of Office**
- 2. Election of a Vice Chairman and signing of the Declaration of Acceptance of Office**
- 3. Election of Representatives: Focus, School, TMGT, Raddon Group, Memorial Hall**
- 4. Open Session** for public participation (15 minutes)
- 5. To receive reports from** i) D/Cllr Deed ii) C/Cllr Squires iii) PCSO Roberts
- 6. Apologies** for absence
- 7. Declarations** of Interest
- 8. Dispensation** requests
- 9. Confirmation of Minutes** of the meeting of Tuesday 11th April 2017 (circulated) and to note that the meeting minutes covering 1987 – 1996 have been archived at DCC
- 10. Meeting venue** – to agree a) PC meeting venue for the next 12 months b) the November meeting date
- 11. Annual Parish Meeting** – to receive an overview of the meeting from Cllr Crang

- 12. Planning Applications** – to consider planning applications received to the date of the meeting:
 - a) 17/00677/HOUSE Erection of side and rear extensions at 33 Silver Street, Thorverton.**Planning decisions** – to note any planning decisions received to the date of the meeting – none to date

- 13. Communications** – to consider communications received to the date of the meeting (circulated):
 - a. E-mail regarding road signs at Raddon –
 - b. E-mail regarding the new Cemetery and affordable housing -
 - c. E-mail regarding Dark Lane and a damaged property –
 - d. E-mail regarding grant funding, increase in precept -

- 14. Handyman/Road Warden** – to consider the Handyman’s report (circulated) including
 - a) payment for hours worked £281.25 gross b) payment of expenses for strimmer fuel £13.06 gross c) duties for May
 - d) items donated by a resident e) feedback on the spray
- 15. Secure storage for tools and equipment** – to sign the draft Agreement (circulated) and agree payment of £50.00

- 16. Financial matters -**
 - 1) to consider paying 4 hours overtime to the Clerk for additional duties during March/April (£43.16 gross)
 - 2) to consider repayment of the deposit of £25 for Allotment no. 29 which has been given up
 - 3) to note that the TAP funding has now been received and that £921.26 of tools have been purchased
 - 4) to consider the following payments:

May 2017	Clerk - salary (net of tax)		£258.69
	Clerk – salary HMRC		£ 60.00
	Clerk – overtime (net of tax)		£ 34.53
	Clerk – overtime HMRC		£ 8.63
	Handyman – salary (net of tax)		£225.00
	Handyman - HMRC		£ 56.25

	Clerk expenses	Heating, stamps, stationery, ink, Annual Parish Meeting refreshments (£97.71 gross)	£148.25 (incl VAT)
	Handyman expenses	Petrol for strimmer	£ 13.06 (incl VAT)
	Payment for tractor insurance	Came & Co ERS reimbursement to Clerk	£165.00 (VAT n/a)
	Payment for tractor service	M&D Garden Machinery	£522.25 (incl VAT)
	Memorial Hall hire	03/2016 – 03/2017	£300.00 (VAT n/a)
	A Cleave	Allotment rotavation	£ 25.00 (VAT n/a)
	D May	Store hire 18/04 – 27/06/17	£ 50.00 (VAT n/a)
	Screw Fix/Tool Station	Tools and equipment – reimbursement to Clerk	£921.26 (incl VAT)
	EDF	Xmas tree lights - electric	£ 58.77 (incl VAT)
	B Samuel	Allotment deposit refund	£ 25.00 (VAT n/a)
	Thorverton School (DCC)	Photocopying APM flyers	£ 30.00 (VAT n/a)

- 5) To note the completed Internal Audit and to consider a gift of £10 to the Auditor
- 6) To consider the wider publicising of PC payments – to receive a report from Cllr Turner
- 7) To note the bank balance as at 01/04/2017 £40,224.35 (ring-fenced funding: £30,000 Cemetery, £1,515 defibrillator maintenance, up to £4,000 Grant Funding for Hulk Lane, £2,000 replacement fund for Rec play/gym equipment)

17. Parish Priorities – Village tidy up - to consider actions for a village tidy up

18. School Agreement – to receive the annual report and an update regarding the broken boundary fence

19. Development –

- New Cemetery – to consider a) how the PC is to take the matter of a new Cemetery forward and whether it will take up being a burial authority b) whether to commence with the archaeological dig off Dark Lane
- Court Barton – to receive an update regarding the S106 Agreement regarding priority affordable housing for people with local connections and to consider the next steps for the PC
- Quarry Car Park – West Bank Lease – to receive the lease documentation and consider any required action

20. Highways -

- Hulk Lane – to receive any update on the new bridleway works
- School Lane – to receive an update regarding confirmation of the road verge work
- Wall in Dark Lane – to receive feedback regarding the tell tails and to consider work on the wall
- Thorverton bridge – to receive an update on the bridge works and bridge closure

21. Representative reports – from TMGT, Focus, Memorial Hall, Raddon Group and the School

22. Monthly Market – to receive feedback from the May market and consider a volunteer for the June Market

23. Business at the Chairman's discretion – no decision making can take place during this item

24. Recreation Ground - the Annual meeting of the Trustees of Thorverton Recreation Ground follows directly after this meeting has closed

25. Date of the next meeting – Tuesday 13th June 2017, 7.30pm, Thorverton Memorial Hall.

**TRUSTEES OF THE THORVERTON RECREATION GROUND - ANNUAL MEETING OF THE TRUSTEES –
9th May 2017 at the Thorverton Memorial Hall directly after the monthly Parish Council meeting**

AGENDA

1. Appointment of Officers for 2017/2018
2. Minutes of the last meeting held on 10th May 2016
3. Expenditure 2016/2017 - see below
4. Business at the Chairman's discretion – this is not an opportunity for decision making

EXPENDITURE (excluding VAT) 2016/2017:

a) Ride on Mower Service	£346.96
b) Play Equipment Inspection	£no charge
c) Countryside Tree Services	£220.00
d) Equipment repairs	£ 66.01
e) Crediton tool hire (wildlife garden)	£117.00
f) Turf, seed, tree	£ 91.26
g) Play equipment	£305.52
h) Rec Open Day	£205.49
Total	<u>£1,352.24</u>

INCOME received from the Parish Council £1,352.24

(The total expenditure figure has been reported to the Charity Commission as the charity's income/expenditure for the financial year to comply with requirements).