

THORVERTON PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend the next Meeting of the above named Parish Council to be held at Thorverton Memorial Hall on Tuesday 10th October 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 (05/10/2017)

AGENDA

Open Session for public participation (15 minutes).

1. **To receive reports from** i) D/Cllr Deed ii) C/Cllr Squires iii) PCSO Roberts.
2. **Apologies** for absence.
3. **Declarations** of Interest.
4. **Confirmation of Minutes** of the meeting of Tuesday 12th September 2017 (circulated).
5. **Development** –
New Cemetery – a) to receive an update from the Working Party regarding alternative Cemetery sites
b) to receive feedback from Stephen Reed, Devon Archaeology, on Cemetery sites
c) to consider any further action at this stage.
Court Barton – a) to receive any update regarding the Deed of Variation from DCH.
6. **Planning Applications** – to consider planning applications received to the date of the meeting:
1) **17/0154/PNHH** prior notification for the erection of an extension. 18 Court Barton Close, Thorverton.
2) **17/01454/FULL** change of use - agricultural building to domestic garage to include replacement of part of an agricultural building. Higher Trey Mill, Thorverton.

Planning decisions – to note any planning decisions received to the date of the meeting:
1) **17/00837/FULL** C&R Repairs Ltd, Thorverton, temporary change of land use from vehicle storage to storage containers/self-storage facility for a period of 10 years with ancillary works. Permitted.
2) **17/01239/HOUSE** conversion of garage to additional living accommodation, raising of roof of garage to form first floor extension, and alterations to porch at Perles Hill, School Lane, Thorverton. Granted.
7. **Highways** –
 - Hulk Lane – to receive any update on the opening ceremony
 - School Lane –
 - i) to receive an update regarding the correcting of the zig zag lines
 - ii) to confirm arrangements for the verge work as previously agreed
 - Dark Lane –
 - i) to receive an update on the road closure and the knocking down of the unsafe wall
 - ii) to consider obtaining 3 quotes for rebuilding the wall
 - iii) to agree to an application to the Community Enhancement Fund regarding the wall repair costs
 - Replacement lamp posts – to receive feedback regarding the cobble work around the bases of the new posts
 - Jericho Street – to receive an update regarding the HGV sign(s) supported by C/Cllr Squires
 - Kerb stones and cobbles – to receive any update regarding work required outside Berry Dairy
8. **Communications** – to consider communications received to the date of the meeting (circulated):
 - a) Devon Highways Annual Conference – to agree to Cllr Lane/others attending this event on behalf of the PC
 - b) Highways – road closure on 14th December in Silver Street
 - c) Examination into the Submission Mid-Devon Local Plan Review 2013 – 2033
 - d) Court Barton – poster providing information on vacant shared ownership homes
 - e) Devon Smokefree Alliance newsletter – to note.

9. **Section 106 Funding** – to consider the spending of the current available funding of £10,336.50
10. **Secure Storage** – to receive an update from the Working Party regarding housing for the mower on the Rec, the insurance, and the TAP funding application.
11. **Handyman/Road Warden** – to consider the Handyman’s monthly report (circulated) including:
a) payment for hours worked £81.25 gross **b)** duties for October and
c) to consider the PC’s position on the lending out of PC owned tools and equipment.
12. **Financial matters -**
 1) to note that Allotment 22 has been given up and to consider the refund of the £25.00 deposit
 2) to consider the following payments:
- | | | | |
|---------|------------------------------------|---------------------------------------------------------|--------------------|
| October | Clerk salary - (no tax due) | | £318.69 |
| | Clerk - expenses | Allotment padlock £22.25
Stamps/envelopes/card £6.10 | £ 28.35 (VAT n/a) |
| | Handyman salary - (net of 20% tax) | | £ 65.00 |
| | Handyman salary - tax HMRC | | £ 16.25 |
| | Mrs May – secure storage | 28/9/2017 – 29/12/2017 | £ 65.00 (VAT n/a) |
| | Okehampton Town Council | Appraisal Training Cllr Turner | £ 48.00 (incl VAT) |
| | Allotment 22 given up | Refund of deposit | £ 25.00 (VAT n/a) |
- 3) to note an appeal against a £100 penalty for incorrect PAYE on-line completion and to consider outsourcing PAYE to a local Accountant for approximately £118 for the next 12 months
 4) to note the bank balance as at 01/10/17 of £37,093.85 (£4,936. after deduction of earmarked funds)
 5) to note receipt of the final Precept payment for this year of £9,970.50 (not included in above balance)
13. **Footpaths** – to receive a general update from Cllr Spivey.
14. **Neighbourhood Planning Training** – to receive feedback from Cllr Bright and to consider any action.
15. **Employee Annual Appraisals** – to arrange a date, time, and venue for these two meetings due in October.
16. **Recreation Ground** – to receive a report from Cllr Sims on the Recreation Ground and the tree work.
17. **Christmas Tree** – to consider the purchase, erection, and decorating of a Christmas tree for Jubilee Green.
18. **Representative reports** – from TMGT, Focus, Memorial Hall, Raddon Group and the School.
19. **Business at the Chairman’s discretion** – no decision making to take place during this item.
20. **To agree the date of the next meeting: NOVEMBER 7th – a week earlier than usual - 7.30pm at Thorverton Memorial Hall and all are welcome to attend.**

**If you require this document in large print please contact the Clerk on
 t. 01392 861228 or e. thorvertonpc@gmail.com**