

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 7th November 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 (01/11/2017)

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 10th October 2017 (circulated).
5. **Development** –
New Cemetery – to receive updates from a) the Working Party regarding the feasibility study
b) Cllr Lawson regarding the planning application
c) the sending of letters to local landowners
d) AC Archaeology and to consider an enquiry to the Heritage Lottery Fund.
Court Barton – a) to receive any update regarding the Deed of Variation.
6. **Planning Applications** – to consider planning applications received to the date of this agenda – below – plus those received after the date of the agenda and up to the date of the meeting (not listed):
1) **17/01716/FULL** Reinstatement of access and farm track to agricultural land at School Lane, Thorverton.
7. **Planning decisions** – to note any planning decisions received to the date of the meeting including:
1) **17/01034/FULL** Change of use, barn to dwelling, Pitt Farm, Thorverton. Refused.
2) **17/01409/PNCOU** Prior notification for the change of use, agricultural building to dwelling under Class Q, Higher Trey Mill, Thorverton. Accepted.
3) **17/01456/PNAG** Prior notification - reinstatement of farm access track at School Lane. Not permitted Development.
4) **17/01541/PNHH** Prior notification for the erection of an extension at 18 Court Barton Close, Thorverton. Accepted.
5) **17/01545/PNHH** Prior notification for the erection of an extension at 4 Cleaves Close, Thorverton. Approved.
8. **Planning Working Party** – to consider the setting up of a planning sub group/working party.
9. **Highways** –
 - Hulk Lane – to note the Opening Ceremony details (circulated) and to consider removal of this topic from the agenda.
 - Dark Lane – i) to receive an update on the taking down of the unsafe part of the wall and to consider feedback from the MDDC Conservation Officer regarding the re-build requirements
ii) to consider the Structural Engineers quotes received to date and any further action
iii) to consider further an application to the Community Enhancement Fund for wall repair costs.
 - Replacement lamp posts – to receive any update regarding the cobble work around the bases of the new posts.
 - Jericho Street – to receive an update regarding the new HGV sign(s) supported by C/Cllr Squires.
 - Kerb stones and cobbles at Berry Dairy – to receive any update regarding this work.
 - Traffic calming – to receive an update from Cllr Sims on 'Speedwatch' and to consider the use of mobile speed signs around the village.
 - Thorverton Bridge closure – to receive an update on the bridge work, the bridge closure, and the diversion routes.
10. **Communications** – to consider communications received and circulated to the date of the meeting:
 - a) CPRE Campaign to protect rural England – request to take out membership. Cllr Lane to report.
 - b) E-mail from Devon & Cornwall Housing (DCH) – enquiry regarding a new development along School Lane.
 - c) Letter from an ex resident enquiring as to the history of Hannabusses, Raddon.
 - d) E-mail invitation to Parish Councillors regarding the Hulk Lane Opening event.

11. **Section 106 Funding** – to receive an update on the amount of funding available and to further consider public involvement in the spending of these funds.
12. **Secure Storage** – to receive any update on the TAP funding application and to consider further the purchase of a secure store on the Recreation Ground for the housing of the ride on mower.
13. **Handyman/Road Warden** – to consider the Handyman’s monthly report (circulated) including:
a) payment for hours worked £150.00 gross **b)** duties for November/December.

14. **Financial matters -**

1) to consider the following payments:

November	Clerk salary - no tax due		£309.69
	Clerk - expenses	a) MDDC garden waste bin – Jubilee Green - annual renewal £49.00 b) Stationery/postage/stamps/ink £32.59	£ 81.59 (VAT n/a)
	Handyman salary – no tax due	Plus tax rebate of £8.60 (refund to TPC due at quarter end)	£158.60
	Handyman - expenses	Dark Lane wall materials	£ 53.23 (VAT incl.)

2) to agree to the authorised cheque signatories being reduced from 3 to 2 (removal of the Clerk) in accordance with the ‘Governance and Accountability for Local Councils’ rules and regulations.

To note the following:

- 3) GX Accounts has taken over all HMRC PAYE duties
 4) HMRC has cancelled the £100 penalty, regarding PAYE reporting, on appeal
 5) the bank balance as at 01/11/2017 - pending
 6) a VAT reclaim has been submitted for £1,016.32 (credit pending).

15. **Snow Warden** – to receive an update/reminder from Cllr Sims on the Snow Warden processes.
16. **Recreation Ground** – to receive an update from Cllr Sims on the RoSPA inspection and to consider any action.
17. **Neighbourhood Plan** – to consider further the setting up of a Neighbourhood Plan.
18. **Employee Annual Appraisals** – to receive feedback from Cllr Turner on the recently attended Appraisal training event and to consider Working Party recommendations as a result of the Clerk/Handyman annual reviews (01/11/2017).
19. **Christmas Tree** – to consider the collection, erection and decoration of the tree(s) further.
20. **Town and Parish Training/Code of Conduct** – to receive feedback from Cllr Lane on the 30/10/17 event (circulated).
21. **Representative Reports:** TMGT, Raddon Group, Memorial Hall, School, Focus and to agree volunteers to attend the November 11th and December 9th Saturday Markets.
22. **Business at the Chairman’s discretion** – no decision making to take place during this item.
23. **To agree the date of the next meeting: December 12th 2017, at 7.30pm, Thorverton Memorial Hall.**

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