

THORVERTON ANNUAL 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 10th May 2016, 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 Clerk to the Parish Council thorvertonpc@gmail.com 01392 861228 (01.05.2016)

AGENDA

- 1. Election of Chairman.**
- 2. Election of Vice Chairman.**
- 3. Election of Committee Representatives.**
- 4. Open Session** for public participation (15 minutes).
- 5. Apologies** for absence.
- 6. Declarations** of Interest.
- 7. Confirmation of Minutes** of the last meeting (circulated) of Tuesday 12th April 2016.
- 8. Dispensations.**
- 9. Reports:** (i) District Councillor (ii) County Councillor (iii) Police
- 10. Correspondence** received to the date of the meeting for consideration –
 - a) E-mail from a resident regarding the ‘for sale’ sign at The Glebe and the early morning village road sweeper (circulated).
 - b) E-mail concerning large vehicles causing damage to property in Jericho Street.
 - c) Police and Crime Commissioner – Statement of Persons Nominated (circulated).
- 11. Highways –**
 - Hulke Lane – to receive any update from DCC Highways and Cllr Spivey.
 - School Lane – to receive any update from the working party, Cllr Wills, and DCC Highways and to consider any action.
 - Village signage – to receive an update from Cllr Turner and to consider any action.
 - Village maintenance contract – to consider the 2 quotes received and to consider the hiring of a qualified Road Warden.
 - Grass Cutting Schedule – to receive an update.
- 12. To consider Planning** matters received and circulated to the date of the meeting –
 - 1) 16/00169 FULL Conversion of redundant barn to dwelling at Heathfield Farm, Thorverton. Approved
- 13. To consider** how Cllr Lawson could use her expertise to support the PC with planning.
- 14. Development –**
 - New Cemetery – to receive an update from the working party and to consider any action.
 - Court Barton – to receive any update.
- 15. Property Management -**
 - Transfer of the Jubilee Green – to receive an update.
 - Barliabins plantation – to consider any fence quotes received.
 - Allotments – to receive an update from the Clerk.

16. **Recreation Ground –**

- Viridor Grant & S.106 – to receive an update from the working party. To consider future S.106 spending as requested by MDDC.
- Open Day July 10th 2016 – to receive an update from Cllr Lawson.
- Transfer of the Rec from MDDC to the PC – to note that the transfer has now been finalised.
- DCC Annual Inspection – to receive any update.

17. **PC General Annual Insurance renewal** – to consider recommendations from Cllr Waldron.

18. **TAP funding** – to note that the increased sum of £1,318.00 had been received.

19. To consider **Financial matters** (and to sign cheques) for –

- | | VAT |
|--|------------------|
| • Payment of the Clerks net salary for April 2016 | £ 184.00 (n/a) |
| • Payment of tax to HMRC regarding Clerks salary for April 2016 | £ 46.00 (n/a) |
| • Payment to the Clerk for expenses (ink, stationery, litter picker pack, stamps, mileage, parking, heating) | £ 51.05 (incl) |
| • Payment to Veitch Penny – Recreation Ground Transfer | £ 449.00 (incl) |
| • Payment to Thorverton Memorial Hall – TAP Funding | £ 1,318.00 (n/a) |
| • Payment to Parkers Insurance - Mower Insurance | £ 280.40 (n/a) |
| • Payment for the Parish Councils annual general insurance – see item 17 above – due 1/6/15 | |
| • To note receipts from The Leonard Trust (Viridor) of £107.00 and Allotments £70.00 | |
| • To note the bank balances as at 01/04/2016 £38,007.93 (£30,000 for the new cemetery). | |

20. **Annual Audit** – to consider and agree section 2 of the audit paperwork.

21. **Committee Representative reports** – Memorial Hall, Focus, Raddon Group, School, TMGT.

22. **Walking the village footpaths** – to receive an update from Cllr Wills.

23. **Digital Tool Kit** – to consider suggestions from Cllr Lane.

24. **PCPR and Saturday Market** - to consider any actions and confirm June attendance.

25. **Parish Plan** – to receive an update from Cllr Lane and to consider any action.

26. **Grant Giving Policy** – to consider the amended draft policy (circulated) for adoption.

27. **Complaints Policy** – to consider the draft policy (circulated) for adoption.

28. **Dog bin in Jericho Street/rubbish bin Berrysbridge Road bus stop** – to receive any update.

29. **Annual Parish Meeting – 17th May 2016** - to finalise the proceedings.

30. **Business at the Chairman’s discretion** – Councillors are respectfully reminded that this is not an opportunity for decision making.

31. To confirm the date, time, and venue of **the next Parish Council Meeting** –
Tuesday 14th June 2016 at 7.30pm at Thorverton Memorial Hall.

**TRUSTEES OF THE THORVERTON RECREATION GROUND - ANNUAL MEETING OF THE TRUSTEES –
10th MAY 2016**

AGENDA

1. Appointment of Officers for 2016/2017
2. Minutes of the last meeting held on 12th May 2015
3. Matters arising from the minutes
4. Expenditure 2015/2016 - see below
5. Business at the Chairman's discretion – Councillors are respectfully reminded that this is not an opportunity for decision making.

EXPENDITURE (excluding VAT) 2014/2015:

a) Mole catcher	£129.00
b) Mole trap	£ 4.95
c) Fuel	£ 5.00
d) Mower Service	£378.04
e) Playsafe – RoSPA inspection	£ 83.00
f) Mower Insurance	£271.43
g) Equipment paint	£ 40.34
h) Countryside Tree Services	£450.00
Total	<u>£1,361.76</u>

INCOME received from the Parish Council £1,361.76

(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).