

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 14th June 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 (08.06.2016)

AGENDA

1. **Open Session** for public participation (15 minutes).
2. **Apologies** for absence.
3. **Declarations** of Interest.
4. **Confirmation of Minutes** of the last meeting (circulated) of Tuesday 10th May 2016.
5. **Dispensations**.
6. **Election of a Vice Chairman:** To consider the election of a Vice Chairman.
7. **Reports:** (i) District Councillor (ii) County Councillor (iii) Police
8. **Correspondence** received to the date of the meeting for consideration (circulated) –
 - a) Letter from a resident regarding School Lane and damage to his car from a low-loader.
 - b) Letter from a resident regarding employment of a village maintenance person.
 - c) E-mail from MDDC regarding village grass cutting.

Correspondence for noting only:

- d) Thank you letter regarding the PC donation to the June Street Party.
 - e) MDDC Refuse storage for new residential properties.
 - f) MDDC regarding the new TAP funding process.
9. **Highways** –
- Hulke Lane – to receive any update on keeping the Lane open and the crack in the bridge.
 - School Lane – to receive any update from Cllr Wills and DCC Highways.
 - Village signage – to receive any update on a Traffic Order from DCC Highways.
 - Spraying of the village cobbles – to consider the use of a contractor or other method.
 - Grass Cutting Schedule – to review the current MDDC/DCC schedules and to consider the way forward for village grass cutting.
 - Broken seat, Bullen Hill – to consider the mending of this seat.
10. To consider **Planning** matters received and circulated to the date of the meeting –
- a) 16/00754/CAT notification of intention to remove 1 oak tree within the conservation area at 19 Silver Street. Date passed for comments 6/6/2016.
 - b) 16/00282/FULL erection of an agricultural farm manager's dwelling at Carwithen, Thorverton – revised drawings. Date passed for comments 8/6/2016.
 - c) 16/00420/LBC erection of a sunroom following demolition of existing lean-to at Golly Cottage, Thorverton - granted.
 - d) 16/00661/FULL erection of a replacement storage unit with associated office – land off Dinneford Street, Thorverton. To consider the PC's response. Date for comments extended by request to MDDC to 16/06/2016.
 - e) Canns Farm – to receive an update on the mobile home situation.

11. **Development** –

- New Cemetery – **a)** to receive an update from the working party and to consider any action **b)** to discuss the terms of reference of working party **c)** to consider the agreed but un-actioned matters of the last minutes **d)** to receive any update from the PCC meeting of 9th June and to consider a date for the extraordinary meeting between the PC and PCC.
- Court Barton – to note the information circulated and to consider a development name.
- Land to the South of Broadlands – to review the public meeting and consider any action.
- Barliabins – to re-consider a contractor to replace the fence.

12. Recreation Ground –

- Viridor Grant – **a)** to receive an update from the working party **b)** to consider spending £273 net on safety matting for the new table tennis table **c)** to consider the putting up of the Viridor sign **d)** to consider a donation to the Football Club for use of its facilities.
- Open Day July 10th 2016 – **a)** to receive an update from Cllr Lawson **b)** to consider an advertising budget and a general budget **c)** to agree Cllr involvement, which guests to invite, the agenda and any other actions.
- Rec Annual Inspection – to note that this has been carried out by MDDC (circulated).

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

VAT

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| • Payment of the Clerks net salary for May 2016 and the 1% national increase in salary w.e.f. 1 st April 2016 | £ 187.68 | (n/a) |
| • Payment of tax to HMRC regarding Clerks salary for May and pay-rise | £ 46.92 | (n/a) |
| • Payment to the Clerk for expenses (ink & paper £17.50, Annual Parish Meeting refreshments from Chairman's Allowance £101.78) | £ 116.78 | (incl) |
| • Payment to Cllr Sims for strimmer cord (reimbursement) | £ 23.75 | (incl) |
| • Payment to Crediton Tool Hire for the digger hire for the Rec | £ 140.40 | (incl) |
| • Payment to DALC for Cllr Lawson's training | £ 30.00 | (incl) |
| • Payment to Grant Thornton for the annual external audit | £ 120.00 | (incl) |
| • Payment to MDDC for the Rec annual equipment inspection | £ 35.00 | (ex) |

- To note credits to the account: Defibrillator transfer £1,265.05
- To note the bank balances as at 01/06/2016
- To note that letters have been sent to the Quarry Car Park garage tenants for the annual rent of £60 (due 1/7/16)

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

15. Walking the village footpaths – to receive an update from Cllr Wills and Cllr Bright.

16. PCPR and Saturday Market - to receive feedback from May and June markets and consider any actions. To note attendance at the July market.

17. Annual Audit – to consider a letter of thanks/gift to Mrs Chanin for the free internal audit.

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

19. To confirm the date, time, and venue of the next Parish Council Meeting –
Tuesday 12th July 2016 at 7.30pm at Thorverton Memorial Hall.