**THORVERTON 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 11h October 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

Alison Marshall Clerk to the Parish Council thorvertonpc@gmail.com 01392 861228 (06.10.2016)

**AGENDA**

1. **Open Session** for public participation (15 minutes).
2. **Apologies** for absence.
3. **Declarations** of Interest.
4. **Chairman’s position regarding ‘interests’ involving Church Commissioner business –** to consider this matter further, including public perception, following recent correspondence (circulated).
5. **Confirmation of Minutes** of the meeting of Tuesday 13th September 2016 (circulated).
6. **Dispensations**.
7. **To receive reports from** i) D/Cllr Deed ii) C/Cllr Squires iii) PCSO Paul Goodier
8. **Parish Plan (2008) revisited –** to consider Cllr Lane’s leaflet for distribution (circulated).
9. To consider **Planning Applications** received and circulated to the date of the meeting –
	1. 16/01420/HOUSE Erection of a conservatory at 16 Broadlands, Thorverton.
	2. 16/01449/FULL Formation of vehicular field access at Court Barton, Thorverton.
	3. 16/01456/FULL Erection of an agricultural storage building at Lee Cross Farm, Thorverton.

To note the following **planning decisions** received to the date of the meeting -

* 16/01145/PNCOU Prior Notification for the change of use of an agricultural building to dwelling. Refused.
* 16/01254/HOUSE Erection of a conservatory at Brambles, Thorverton. Granted.
* Details in pursuant (various) received on 13/00401/FULL Chard Cottage, Jericho Street, Thorverton.
1. **Village Handyman/Road Warden –** to review the report from C Marshall (circulated) and to consider a) duties for next month b) payment of overtime c) payment of mileage (spraying course) d) a nominated Cllr to line manage the employee and report to full Council monthly.
2. **Grant to Thorverton School –** to consider Cllr Waldron’s proposal to give funds to the current School project for new play equipment using the Section 137 (Local Government Act 1972) funding allowance.
3. **HMRC – Clerks Working From Home Allowance** – to consider paying the Clerk this monthly allowance (as circulated) from now on and backdated to 01/01/2015.
4. To consider **Financial matters** (and to sign cheques) for - tax:
* Payment to DCC Highways - spraying of cobbled paths (VAT £83.20) £499.20 incl.
* Payment to C Manning – C Marshall Spraying Assessment £300.00 n/a
* Payment to C Marshall – reimbursement – Spraying overalls & gloves £ 12.98 incl.
* Payment to the Clerk – September salary net of 20% tax £185.84 net
* Payment to HMRC of tax deducted from Clerks gross salary £ 46.46
* Payment of Clerks expenses (stationery and new Councillor pack) £ 31.71 n/a
* Payment to C Marshall for Handyman duties (Sept 1 – October 1) net of 20% tax £ 70.00 net

 Including 2 hours overtime

* Payment to HMRC of tax deducted from Handyman salary £ 17.50
* Payment to C Marshall for mileage (Bradworthy – Spraying course) 93.2 miles @ 45p £ 41.94 n/a
* Payment to Ed Rogers – 2016 maintenance contract as quoted (VAT £123.00) £738.00 incl.
* Payment to the Clerk – HMRC Working from Home allowance of £18 per month

 back dated to January 2015 and to date = 21 months @ £18 £378.00 n/a

* To note that the Clerk has submitted a VAT re-claim to HMRC (to end September) of £4,186.68
* To note receipt of the final Precept payment of £7,022.70 credited on 01/10/2016
* To note the bank balance as at 01/10/2016 of £45,049.03 including the precept credit, excluding the VAT re-claim and the above payments (£2,321.63 gross), and with £30,000 of this balance earmarked for the new Cemetery and £5,000 in General Reserves.
1. **Training Policy –** to consider the draft policy for adoption (circulated) and a New Councillor training course at DALC for Cllr Reygate at a cost of £30.
2. **TAP funding application –** to receive any update and, if granted, to consider the spending of the funds.

# Development –

* New Cemetery – to receive an update from the Working Party regarding the site visit with MDDC on 10th October and to consider the Councils next steps including whether a further public meeting is required.
* Barton Meadows – to receive any update from MDDC regarding the name of ‘Rack Park’ and to consider any further action.

# Recreation Ground – to receive an update from Cllr Spivey regarding the educational sign.

1. **Allotment Rules and Regulations –** to nominate a Councillor to review this document.
2. **Communications -** to consider / note communications received to the date of the meeting –
3. E-mail from MDDC advising that the decision on the name of ‘Rack Park’ is now with its Street Naming Department (circulated).

ii. E-mail from a resident attaching a copy of a letter sent to the Developers at Court Barton regarding the

 name ‘Rack Park’ (circulated).

iii. E-mail from a resident regarding the name ‘Rack Park’ (circulated).

iv. E-mail from a resident regarding the Chairman’s ‘interests’ and public perception (circulated).

v. E-mail from MDDC regarding ‘Get Up To Speed’ Social Media training 16/11/2016.

vi. E-mail of thanks from the Memorial Hall regarding the £20 cheque (Vodafone) and the refreshments.

vii. Notice from DCC Highways of road ‘patching’ in School Lane.

1. **Highways -**
* Hulke Lane – to receive any update on the bridleway from Cllr Spivey.
* School Lane – to receive any update on the zig zag lines from DCC Highways.
* Village 30mph signage – to review the regulations (circulated) and to consider any further action.
* Spraying of the village cobbles – to note that this was completed by DCC Highways on 4/10/2016.
* Quarry Car Park – to consider the car park, car parking, and any required actions.
1. **To receive Representative reports from -** TMGT, Focus, Memorial Hall, Raddon Group and the School.
2. **Monthly Market –** to receive feedback from Cllr Lane from the October market and to consider any actions.
3. **Business at the Chairman’s discretion –** Councillors are respectfully reminded that this is not an opportunity for decision making.
4. To confirm the date, time, and venue of **the next Parish Council Meeting** being **Tuesday November 15th** at 7.30pm in the Memorial Hall, Thorverton, and to note that this is a week later in the month than usual.