

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 W.I. Hut Tuesday 8th May 2018**, commencing at 7.30pm, for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below. This will be the Annual Parish Council Meeting.

Alison Marshall

Alison Marshall Clerk to the Parish Council thorvertonpc@gmail.com 01392 861228 (02/05/2018)

AGENDA

1. **Election of a Chairman** and the signing of the Declaration of Acceptance of Office.
2. **Election of a Vice Chairman** and the signing of the Declaration of Acceptance of Office.
3. **Election of PC Representatives** for a) Focus b) the School c) TMGT d) Raddon Group e) Memorial Hall.
4. **To consider the PC meeting venue** from Nov 2018 for 12 months.
5. **To remind all Councillors of their responsibility to review their Register of Interest forms** held at MDDC
6. **To consider Working Group members for the next year** a) Cemetery b) mower shed c) Staffing d) Grant Funding e) DAAT night landing site f) any others.

7. **To approve the continuance of the following policies:**
 - a) Grant Funding Policy
 - b) Co-option Policy
 - c) Training Policy
 - d) Complaints Policy
 - e) Freedom of Information and Publication Policy.

8. **Public Open Session (15 minutes).**
9. **To receive reports from** i) D/Cllr Deed ii) C/Cllr Squires iii) PCSO Roberts iv) TMGT v) Memorial Hall vi) the School vii) Focus viii) Saturday Market and to secure a volunteer to attend the June Market.
10. **Apologies** for absence.
11. **Declarations** of Interest.
12. **Confirmation of Minutes** of the meeting of Tuesday 10th April 2018.

13. **Annual Parish Meeting** to receive feedback from Cllr Bright.
14. **S106 Funding** to consider suggestions received from the public and to agree the spending of the £17,000.

15. **Development:**
New Cemetery – to consider the NHL application form prior to submission.
Court Barton – to receive any update from DCH and/or MDDC regarding the Deed of Variation.

16. **Highways:**
 - a. Dark Lane – to consider the Structural Engineers report and the next steps regarding wall repairs.
 - b. Lamp posts – to consider any update on the matter of the cobble work.
 - c. Traffic calming – to consider the mobile signage information from Rewe PC.
 - d. School Lane zig zag lines – to consider any update on the shortening of the zig zag lines.

17. **Relations with our District and County Councillors:** to consider feedback from Cllr Bright.

18. **Recreation Ground:**
 - i. to consider a plan and budget for the mending of the Multiplay equipment
 - ii) to receive any feedback regarding the tree work from Cllr Sims
 - iii) to note that the ride-on-mower has been serviced by T&D Garden Machinery (invoice pending)
 - iv) to receive an update regarding the mower shed from Cllr Hodge
 - v) to receive an update regarding any Agreement between the PC and Thorverton AFC.

19. **Handyman:** to note this month's report and to consider any additional work.

20. **Finance:**

- 1) to consider recommendations from the Grant Funding Working Group regarding the application from the WW1 Commemoration Group requesting a donation of an unspecified sum
- 2) to resolve to pay the annual ride on mower insurance at £168.00 being a reduction on last year
- 3) to resolve to renew the annual PC General Insurance at a cost of £456.61
- 4) to note the bank balance as at 01/05/2018
- 5) to resolve to pay the NALC annual salary increase to the Clerk (w.e.f. 01/04/2018)
- 6) to consider the Internal Auditors Annual Report and a thank you card/gift
- 7) to resolve to sign off Section 1 of the Annual Audit Return
- 8) to resolve to sign off Section 2 of the Annual Audit Return

9) to agree and sign cheques for the following payments:

May 2018	Clerks salary (net of tax and excluding the NALC pay rise)	April salary net	£ 323.22 (no VAT)
	HMRC Clerk	Tax due	£ 5.40 (no VAT)
	Clerks expenses	Paper, ink	£ 37.00 (no VAT)
	Came & Co	Ride on Mower annual Insurance	£ 168.00 (no VAT)
	Came & Co	PC annual General Insurance	£ 456.61 (no VAT)
	DALC	Data Protection Training – Clerk	£ 48.00 (incl VAT)
	DALC	Annual Membership	£ 215.95 (incl VAT)
	A Cleave	Allotment work	£ 75.00 (no VAT)
	Asgard	Rec shed	£2054.50 (incl VAT)

21. **Communications** - to consider communications received and circulated to the date of the meeting:
- a) to note that Toby, DAAT, will attend the June PC meeting regarding a possible helicopter night landing site.
 - b) e-mail from DALC providing advice on circulating information received from members of the public.
 - c) South Hams SAC Greater Horseshoe bat Supplementary Planning Document.
 - d) MDDC Public Consultation Event – Tiverton Town Centre Regeneration Masterplan.
22. **1. Planning Applications** – to consider applications received to the date of this agenda:
- a) **17/01716/FUL** Revised drawings. Reinstate access and farm track to agricultural land at School Lane.
 - b) **18/00670/LBC** for the installation of a gas meter and gas pipe at Pynes House, Silver Street.
 - c) **18/00245/FULL** Retention of shed and decking opposite Dinneford Spring, Thorverton.
- 2. Planning Applications** – to consider applications received between 2nd May and 8th May 2018.
- 3. Planning Decisions** – to note any planning decisions received to the date of the meeting:
- a) **17/01339/NMA** Carwithen, Thorverton. Non material amendment for 16/00282/FUL to allow the repositioning of 2 first floor windows, redesign of main door, enlargement of window above main door and omission of quoins. Permission Granted.
 - b) **18/00310/FULL** Rear of Pynes House, Silver Street, Thorverton. Installation of solar PV panels on existing sheds. Permission Granted.
 - c) **18/00381/CAT** Jericho Street, Thorverton. Notification of intention to fell 1 Hornbeam tree within the Conservation Area. No objection.
 - d) **18/00288/HOUSE and LBC** The Old Post Office, School Lane, Thorverton. Erection of an extension and conversion of existing garage outbuilding to home office, conversion of existing outbuilding to storage use and demolition of lean-to storage buildings. Permission Granted.
 - e) **18/00517/PNHH** Prior approval for the erection of an extension extending to 4m to the rear, maximum height 3.55m, eaves height 2.5m at 17 Cleaves Close, Thorverton. Approved.
23. **Data Protection new rules** – to receive an update from the Clerk on the new requirements.
24. **Business at the Chairman’s discretion** – no decision making to take place during this item.
25. **To agree the date of the next meeting: June 12th 2018, at 7.30pm, Thorverton WI Hut.**

THE ANNUAL MEETING OF THE TRUSTEES OF THE THORVERTON RECREATION GROUND WILL FOLLOW DIRECTLY AFTER THE CLOSE OF THE ABOVE MEETING – AGENDA BELOW

ANNUAL MEETING OF THE TRUSTEES OF THE THORVERTON RECREATION GROUND

8th May 2018 at the Thorverton Memorial Hall

Start time will be directly after the close of the May Parish Council Meeting

AGENDA

1. Appointment of Officers for 2018/2019
2. To approve the Minutes of the last meeting held on 9th May 2017

3. Expenditure:

EXPENDITURE (excluding VAT) for 2017/2018

a) Ride on mower service	£435.21
b) Ride on mower insurance	£165.00
b) Play equipment inspection	£ no invoice received to date

Total expenditure £600.21

Total income received from Thorverton Parish Council £600.21

4. Business at the Chairman's discretion – no decision making during this item

If you would like a copy of this document in large print please contact the Clerk on 01392 861228 or thorvertonpc@gmail.com