

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, Tuesday February 12th 2019, 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 (06/02/2019)

AGENDA

- 1 **Public Open Session** (15 minutes).
- 2 **To receive External Reports:** i) D/Cllr Deed ii) C/Cllr Squires iii) Police statistics.
- 3 **To receive Representative reports:** i) TMGT ii) Memorial Hall iii) the School iv) Focus v) Saturday Market and to agree a volunteer for the March Market.
- 4 **Apologies** for absence.
- 5 **Declarations** of Interest.
- 6 **Confirmation of Minutes** of the meeting of Tuesday 09th January 2018.

- 7 **Assets of Community Value:** to further consider this matter (Cllr Lane).
- 8 **Welcome Pack:** to agree the amended draft Welcome Letter, the contents of the proposed Welcome Pack, the start date for this process (Cllr Bright).
- 9 **Annual Parish Meeting:** to consider the date, venue and format of this meeting.

- 10 **Highways:** to receive any update / to consider the way forward on -
 - a) Lamp post cobble work.
 - b) Hulk Lane – dedication of Public Bridleway.
 - c) School Lane/Bullen Street junction safety.
 - d) Raddon sign post quote.
 - e) Clearing of the Brook at Stonebridge and Hazel Cottage.
 - f) Dark Lane - width restrictions.
 - g) Bullen Hill - sinking manhole cover.

- 11 **Dark Lane Wall:** to consider any action following the meeting with the MDDC Conservation Officer.
- 12 **Devon Air Ambulance Trust:** to consider arrangements for the March 2nd fund raising event.
- 13 **Elections:** to consider the May 2nd local Election process and requirements.
- 14 **New Cemetery:** to consider the completed HLF application form and to receive any update on the project.

- 15 **S106 Court Barton funding:**
 - a) to receive confirmation from MDDC regarding funding for the Sheep Dip and associated costs and the Silver Street/Millennium Green land purchase project.
 - b) **Sheep Dip site purchase** – to consider the quote for the writing of the proposal letter, the content of the letter, and its submission to the Church Commissioners.
 - c) **Silver Street to Millennium Green land purchase** – to receive any update.

- 16 **Allotment renewals:** to receive an update and to consider the rotavation of plot 11.
- 17 **Community Together Grant Funding Application:** to consider the MDDC draft application for funding towards a new ride-on-mower and to receive any feedback regarding funding from the Football Association.
- 18 **Recreation Ground:** to receive an update from Cllr Sims.
- 19 **Handyman's Report:** to consider the report and agree the requested payments.

- 20 **Finance:**
 - 1) To note the bank balance as at 01/02/2019 of £54,877.81 prior to deduction of reserves.
 - 2) To note banked receipts in January: Allotments £195.00 and new Cemetery donations £600.00
 - 3) To agree the Clerks automatic annual pay-rise, with effect from 01/04/2018, to £11.91 per hour (new SCP 15) and to consider an automatic annual pay-rise for the Handyman (new SPC 18) to £12.64 per hour in accordance with the National Joint Council for Local Government Services recommendations.
 - 4) To agree to the issue of a replacement cheque for £100 to the Thorverton WI as lost.
 - 5) To resolve to make the following payments:

	A Marshall - Clerk salary	Salary	£358.29 gross	
		Overtime Nov to January	£139.68 gross	

		Less tax due – £ 39.40	£458.57 net pay
	HMRC (A Marshall)	Tax due Clerk	£ 39.40
	A Marshall - Clerk expenses	McAfee annual laptop security £25.00, MDDC/DAAT Planning Fees £137.00 & £114.00, Asgard shed keys £29.98, Viking printer ink £18.59, Hall heating £3.00, card £1.69, Argos laminator and mouse £27.98.	£357.24 (incl VAT)
	Mid Devon Mobility	Grant Funding (agreed Dec meeting)	£200.00
	MDDC	Play/Gym Equipment Inspection	£ 68.40 (incl VAT)
	H Lawson	OS Map (DAAT)	£ 30.43
	Thorverton Memorial Hall	Speedwatch meeting – hall hire	£ 25.00
	C Marshall – Handyman salary	Salary £81.25 gross Plus tax rebate + £46.40	£127.65 net pay
	C Marshall – Handyman expenses	Cork and oil for noticeboard	£134.84 (incl VAT)

- 21 **Planning Applications** to consider notifications to the date of the meeting including:
- a) 18/01840/FULL change of use of land for the siting of permanent and touring pitches for tents and caravans the Ruffwell Inn, Thorverton (in Silverton Parish).
 - b) 18/02000/Full erection of extensions to the existing farm shop at Exe Valley Farm Shop, Thorverton.
 - c) 19/00037/HOUSE formation of hardstanding at Stone Bungalow, Thorverton.
 - d) 19/00068/FULL erection of a 10m high lighting column with two 150 watt LED floodlights to provide emergency lighting for Devon Air Ambulance, Recreation Ground, Thorverton.
- Planning Decisions** received to the date of the meeting including:
- a) 18/01589/HOUSE erection of two storey side extension, single storey side and rear extensions and front porch after demolition of existing garage and conservatory including works to access. Laburnum Cottage, Bullen Street, Thorverton. Granted.
- 22 **SWW – Installation of Event Date Monitoring (Quarry Car Park):** to receive any update on the works.
- 23 **Communications:** to consider/note communications received to the date of the meeting including -
- a) Local Government Boundary Commission for Mid Devon.
 - b) 2015-17 Mid Devon Local Plan examination.
 - c) E-mail from a member of the public voicing concern about the possible width restrictions in Dark Lane.
 - d) Communication from a member of the public concerned about planning application 18/01840/FULL
 - e) Gilbert Stephens Solicitors – transfer of garage 2A.
- 24 **New Valley Practice:** to consider a report from Cllr Hodge.
- 25 **Annual Review – Code of Conduct, Standing Orders, Financial Regulations:** to consider acceptance of these documents for a further 12 month period without amendment.
- 26 **Operation London Bridge – website payment:** to consider payment of £35.00 to the Website provider to implement the recommended website process upon the death of the Queen.
- 27 **Thorverton School Report:** to receive the annual report.
- 28 **Court Barton Deed of Variation:** to receive any update.
- 29 **Business at the Chairman’s discretion** – no decision making to take place during this item.
- 30 **To agree the date and venue of the next meeting:** March 12th 2019 at Thorverton Memorial Hall.

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