

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 May 14th 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 (09/05/2019)

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 **Apologies:** to receive any apologies.
- 4 **Declarations of interest:** to receive any declarations of interest and to remind Councillors to complete and return their Register of Interest form directly to MDDC by May end.
- 5 **Confirmation of Minutes:** to approve the Minutes of April 9th 2019.
- 6 **Annual Parish Meeting:** to receive feedback from this event.
- 7 **Elections:** to receive feedback from the 2nd May Elections and to note the European Elections.
- 8 **General Power of Competence:** to adopt this power.
- 9 **Appointment of Representatives:** a) Focus b) School c) TMGT d) Raddon Group e) Memorial Hall f) Highways g) Recreation Ground h) Speedwatch i) Allotments j) other.
- 10 **Working Groups:** to consider continuing the following Working Groups and to agree membership - a) Cemetery b) Section 106 c) Grant Giving d) Staffing e) Other. There are no Committees in place.
- 11 **Policies:** to resolve to postpone the annual review of all existing Policies until the June meeting.
- 12 **Councillor training and the purchase of guidance books:** to consider attendance and payment for new Councillor and new Chairmanship training and the purchase of any reference books.
- 13 **Meeting venue:** to agree to meetings continuing to be held at the Thorverton Memorial Hall until further notice. To consider a request from the School to move the June meeting to the School Hall.
- 14 **Public Open Session:** (15 minutes).
- 15 **External Reports:** a) C/Cllr Squires b) D/Cllr Deed c) the Police.
- 16 **Internal Reports:** a) Focus b) School c) TMGT d) Raddon Group e) Memorial Hall f) Highways g) Saturday Market and to secure a volunteer for the June market.
- 17 **Helicopter Night Landing Site:** to receive an update on this project.
- 18 **South West Water compensation claim:** a) to consider correspondence received from Terra Nova Land Management Ltd and b) to receive any feedback regarding the resurfacing request.
- 19 **Highways matters:** to receive any update / to consider the way forward on -
 - a) Hulk Lane – dedication of Public Bridleway.
 - b) Clearing of the Brook at Stonebridge.
 - c) Clearing of the foot path along Silver Street.
 - d) Cobbles around the lamp post along Milford Lane.
- 20 **Dark Lane Wall:** to receive a letter from a member of the public and to consider the way forward.
- 21 **New Cemetery:** to receive an update on funding and to consider the next steps.
- 22 **Recreation Ground:** to receive any update on the Rec. and on funding for the new mower.
- 23 **Assets of Community Value:** to consider this matter further.
- 24 **S106 Court Barton funding and Church Commissioner matters:**
 - a) Purchase of the Sheep Dip – to receive and consider any update from the Church Commissioners.
 - b) Purchase of land at Silver Street – to receive and consider any update from the Church Commissioners.
 - c) Broadlands Development – to consider further the proposal of works involving the allotment site.
- 25
 - a) **Handyman Report:** to agree the salary request of £191.25 gross and to consider the report and duties.
 - b) **Clerk:** to agree the Clerks overtime payment of £146.85 gross, covering February-April, and to agree to a review of the Clerk hours.
- 26 **Finance:**
 - 1) To note the bank balance as at 01/05/2019 of £65,551.03
 - 2) To note banked receipts in April: £3,750. MDDC grant funding (Cemetery dig and new mower), £7,801. 50% of Precept, £40.53 Wayleave, £488.36 DAAT donations.
 - 3) To receive the annual Internal Audit Report and to agree the resulting invoice of £100.00

- 4) To approve the updated Asset Register.
- 5) To approve the updated Reserved Funds document.
- 6) To consider payment of the annual general Insurance Policy renewal (quotes pending).
- 7) To resolve to pay 50% of the annual membership to the Society of Local Council Clerks at £78.00
- 8) To consider a grant giving application form from Thorverton Kids Club.
- 9) To resolve to make the following payments:

A Marshall - Clerk salary	Gross salary £370.27 Gross overtime £146.85 Less tax due £13.80	£503.32 net
HMRC (A Marshall)	Tax due	£ 13.80
A Marshall - expenses	Stationery, padlock, APM refreshments, Hall heating	£ 96.05 (incl VAT)
C Marshall – Handyman salary	Gross salary £191.25 Less tax due £38.20	£153.05 net
HMRC (C Marshall)	Tax due	£ 38.20
Society of Local Council Clerks	Annual Membership renewal (other 50% paid by Fention Parish Council)	£ 78.00 (incl Vat)
Instarmac (MDDC)	Delivery charge for free pot hole material	£ 30.00 (VAT n/a)
Thorverton Memorial Hall	Hall hire for TPC meetings Nov '18 - Apr '19	£150.00 (VAT n/a)
J Hole (Newton St Cyres PC)	Internal Audit fee	£100.00 VAT n/a)

- 27a. Planning Applications:** to consider planning notifications to the date of the meeting including -
- i) **19/00543/HOUSE** erection of an extension, following removal of existing, and erection of replacement garage/store at Stable Cottage, Thorverton.
 - ii) **19/00690/FULL** retention of shed and decking (revised scheme) at Dinneford Spring, Thorverton, and to consider the e-mail received from a resident.
 - iii) **19/00621/FULL** formation of residential vehicular access and track and Charolles, Thorverton.
 - iv) **19/00567/LBC** Listed Building Consent for internal alterations at Brookside, Silver Street, Thorverton.
- 27b. Planning Decisions:** to note decision notifications received to the date of the meeting including:
- i) **18/01840/FULL** change of use of land for the siting of permanent and touring pitches for tents and caravans. Land at the Ruffwell Inn, Thorverton. Decision awaited.
 - ii) **18/02000/FULL** erection of extensions at the Exe Valley Farm Shop, Thorverton. Decision awaited.
- 28 Communications:** to consider/note communications received to the date of the meeting including -
- a) Consultation on the proposed expansion of the Exe Valley Federation to include Silverton School.
 - b) Litter picking – e-mail from a resident offering litter picker help.
 - c) Thorverton cobbles and railings – copy e-mail from a resident addressed to MDDC.
- 29 Village Tidy Up Day:** to consider a date and the arrangements for this annual event.
- 30 Court Barton Deed of Variation:** to receive any update.
- 31 Business at the Chairman's discretion** – no decision making to take place during this item.
- 32 Next meeting:** to note the date of the next monthly meeting as June 11th 2019.

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

ANNUAL MEETING OF THE TRUSTEES OF THE THORVERTON RECREATION GROUND
14TH MAY 2019 AT THE THORVERTON MEMORIAL HALL

The meeting will start directly after the close of the Annual Parish Council Meeting

AGENDA

1. Appointment of Officers for 2019/2020
2. To approve the Minutes of the last meeting held on 8th May 2018
3. **Expenditure (excluding VAT) for 2018/2019:**

a) Play equipment inspection	£ 57.00
b) Insurance for mower (includes refund)	£ 60.00
c) Ride on mower service and parts	£ 560.00
d) Tree work	£ 300.00
e) Purchase and erection of new store	<u>£2,115.00</u>
 Total expenditure	 <u>£3,092.00</u>
 <u>Total income received from Thorverton Parish Council</u>	 <u>£3,092.00</u>
4. Business at the Chairman's discretion – no decision making to take place during this item.