

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 October 8th 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 (02/10/2019)

AGENDA

- 1** **Public Open Session**
- 2** **External Reports:** a) C/Cllr Squires, b) D/Cllr Deed, c) The Police.
- 3** **Declarations of interest:** To receive any declarations of interest regarding items on the agenda.
- 4** **Apologies:** To receive any apologies for absence.
- 5** **Confirmation of Minutes:** To approve the draft Minutes of September 3rd 2019.

- 6** **Archaeological Project (new Cemetery):**
 - i) To receive feedback on Septembers Archaeological Community Dig, an update on the project evaluation, and to consider any thank-you's.
 - ii) To consider the next steps regarding the new Cemetery project.
- 7** **S106 Court Barton funding:**
 - i) To receive any update from the Church Commissioners regarding the purchase of the Sheep Dip.
 - ii) To receive an update from the working group regarding the footpath project/other.
 - iii) To consider any other matters relating to S106 funding including a request from the Cricket Club.
- 8** **Quarry Car Park:**
 - i) To consider the way forward for white lines, maximising parking spaces, the inclusion of an electric car charging point and a disabled parking space.
 - ii) To consider an update from Cllr Crang on the South West Water compensation claim.
 - iii) To consider the transfer request relating to garage 4B.
- 9** **Highways matters:**
 - i) Cobbled footpaths: To consider 'listing' the cobbled footpaths with Historic England.
 - ii) Football Club traffic issues: To consider this matter further together with reported bad language issues.
 - iii) DCC Highways annual conference: To consider attendance.
 - iv) Hulk Lane dedication of Public Bridleway: To consider an update from Cllr Deed.
 - v) Flooding of the highway near Raddon Court: To consider correspondence received to date.

- 10** **Helicopter Night Landing Site Opening Ceremony:** To confirm arrangements for this event.
- 11** **Climate Emergency Plan:** To consider the report from the recent public meeting.
- 12** **Community Emergency Plan:** To consider any update.
- 13** **Recreation Ground:** To receive a general update and to consider further the purchase of a new mower.
- 14** **Handyman:**
 - i) To agree the current Handyman's salary request of £xxxxx gross and material costs of £39.89
 - ii) To consider the monthly report and to agree any duties.
 - iii) To note the new Handyman's start date of 1st October 2019 and to sign the Contract of Employment.
 - iv) To consider a spraying course for the new Handyman at an approximate cost of £300.00

- 15** **Finance:**
 - 1) To note the bank balance as at 01/10/2019 of £78,415.94
 - 2) To note banked receipts in September: Bank interest £8.49
 - 3) To note the cancellation of cheque number 001489 as advised by PAYE managers GX Accountants.
 - 4) To resolve to make the following payments:

A Marshall - Clerk salary	October salary £370.27 gross plus overtime (May-Sept) £256.06 gross less tax	£tba net.
PKF Littlejohn LLP	External Audit fees	£240.00 (incl VAT)
C Marshall – Handyman salary	Oct. salary £76.50 gross less tax	£tba net.
A Marshall - expenses	Stationery	£45.50 (VAT n/a)
DALC	Cllr Hodge – Planning Training	£48.00 (incl VAT)
C Marshall – Handyman expenses	Equipment fuel, strimmer wire	£39.89 (incl VAT)
Thorverton Memorial Hall	Annual Vodafone aerial payment	£20.00 (VAT n/a)
B Grant	Allotment deposit refund	£25.00 (VAT n/a) resolved September

- 16a** **Planning Applications:** to consider planning notifications to the date of the meeting including -
- i) **19/01527/MARM Revised.** Reserved matters for the erection of 16 dwellings following Outline approval 17/00878/MOUT land south of Broadlands, Thorverton.
 - ii) **19/01047/FULL Revised.** Creation of a new field entrance at Thatchers Lane, Thorverton.
- 16b** **Planning Decisions:** to note decision notifications received to the date of the meeting including:
- i) **19/01336/CAT** Reduce the crowns of 1 Ash and 1 Holly tree at 2 Silver Street, Thorverton. No objection.
- 17** **Devon Digital Lives:** To receive an update on this project from Cllr Wells.
- 18** **The Aims of Thorverton Parish Council:** To consider any amendment to the adopted document.
- 19** **Satisfaction Survey:** To consider adoption of the draft document.
- 20** **Christmas tree arrangements:** To consider a donation to the Memorial Hall for the purchase of a Christmas tree. To consider arrangements for a Jubilee Green tree together with its collection, erection, decoration, dismantling and electric light costs.
- 21** **Representative Reports:** To receive any reports from a) Focus b) School c) TMGT d) Memorial Hall e) Highways & Footpaths f) Speedwatch g) Allotments - to consider any suggested amendments to the current Rules and Regulations and any applications for the vacant plot h) Saturday Market and to confirm a volunteer for the November 9th and December 14th markets.
- 22** **Councillor training:** To receive any update on courses attended or pending.
- 23** **PART 2 (private session):** To resolve that due to the sensitive nature of the business to be discussed the following item be dealt with as Part 2 business and, in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, the press and public leave the meeting:
- i) To consider the Clerk's hours of work and to arrange the Clerk's annual review.
- 24** **Business at the Chairman's discretion** – no decision making to take place during this item.
- 25** **Next meeting:** Tuesday November 12th 2019.

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