**DRAFT Minutes of the Thorverton Parish Council meeting held at 7:00pm**

**on Tuesday 20th July 2021, at Thorverton Memorial Hall,**

**Present: Cllrs A Foster (Chairman), N Lane, A Price, T Sanders and G Sims.**

**In attendance: Mr. C Marshall, D/Cllr Deed and Mr A Wyer (Clerk).**

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| **21/58** | **Public Open Session** |
|  | There were no questions from the public. |
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|  | **External Reports** |
| i)  ii)  iii) | C/Cllr Squires had sent her apologies so did not present a report.  D/Cllr Deed reported that committees were now meeting physically, with the public attending via the internet. Initial work has started on preparing the next Local Plan. Early areas of concern appear to be infrastructure, especially ahead of future development and to provide flexibility and capacity.  The Clerk reported that 3 crimes had been logged in April (2x violence/sexual nature and 1 x “other theft”). There were no crimes logged in May. |
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| **21/59** | **Declarations of Interest** |
|  | There were no declarations of interest. |
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| **21/60** | **Apologies** |
|  | Apologies were received from Cllr. Squires (DCC), Crang, Hodge and McKee |
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| **21/61** | **Confirmation of Minutes** |
|  | It was resolved to approve and sign the minutes of the meeting held on June 22nd as a correct record. |
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| **21/62** | **Co-option of 2 new Parish Councillors** |
|  | There was one application. It was RESOLVED to co-opt Mr. Colin Marshall onto Thorverton Parish Council. Cllr. Marshall signed his Declaration of Acceptance of Office form and participated in the rest of the meeting. |
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| **21/63** | **Outstanding Resolutions** |
|  | There were no updates on the Appendix A list of projects. |
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| **21/64** | **Allotments** |
|  | It was RESOLVED to serve Notice on Plot 11 and to write warnings to Plots 29 and 21. It was further RESOLVED that the Clerk should write to the developers requesting that they re-instate the surface properly. |
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| **21/65** | **Highways** |
|  | **’20 is Plenty’ project** |
|  | Cllr. McKee had sent an update saying that this project was now in its final stages. |
|  | **School Lane junction safety** |
|  | We are awaiting a reply to our letter to Highways. |
|  | **Raddon directional sign** |
|  | Cllr. McKee had sent an update saying that he was looking into how to order a specific style of sign. |
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| **21/66a** | **Applications** |
|  | 21/01228/HOUSE |
|  | It was RESOLVED to offer no comment to the application for a single storey rear extension and replacement dormer window at Ingeldon House, Bullen St, Thorverton. |
|  | 21/01227/HOUSE |
|  | It was RESOLVED to offer no comment to the application for a change of use (garage to ancillary accommodation) at The Old Tallet, Thorverton. |
|  | 21/01230/HOUSE |
|  | It was RESOLVED to offer no comment to the application for a 2 storey side extension, single storey side/rear extension and porch at 12 Silver St. Thorverton. |
|  | 21/01327/FULL |
|  | It was RESOLVED to offer a neutral comment to the application for the erection of a new dwelling at Kerikeri, Thorverton. The Council appreciate that a better property could be developed but are concerned about setting a precedent for larger properties being developed in similar situations. |
|  | 21/01226/HOUSE |
|  | It was RESOLVED to offer no comment to the application for the erection of garden shed at Hannabusses, Thorverton. |
|  | 21/01096/FULL |
|  | It was RESOLVED to offer no comment to the application for a change of use (agricultural land to equestrian) and formation of all-weather exercise area at (The Tallet Barn) Heathfield, Thorverton. |
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| **21/66b** | **Decisions** |
|  | It was RESOLVED to note the following Decisions: |
|  | 21/00666/FULL- Approval |
|  | 21/00737/CLP - Refusal |
|  | 21/01049/CAT - No Objection |
|  | 21/00964/FULL - Approval |
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| **21/67** | **Handyman** |
|  | There had been no applications for the role. Temporary arrangements may have to made to deal with issues as they arise. It was AGREED that the advert would be amended (to drop “Snow Warden duties) and would continue to be displayed (including on the website). It was RESOLVED that should a suitable candidate be identified during the summer break, that the Staffing Committee be delegated to make the appointment. |
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| **21/68** | **Village dog and litter bin review** |
|  | This item was deferred to a later meeting. |
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| **21/69** | **Finance** |
| **21/69a** | **Bank Balance** |
|  | It was RESOLVED to note the bank balance as at 01/07/21 of £55,650.31 |
| **21/69b** | **Banked Receipts** |
|  | It was RESOLVED to note the receipts for June, being £5503.46 VAT refund, £70 garage rent and £0.33 interest. |
| **21/69c** | **Defibrillator** |
|  | It was RESOLVED to note the previously agreed transfer of the defibrillator funds to the new Trust. It was further RESOLVED to positively consider a contribution to the Trust, equivalent to the cost of insurance (circa £150) which would need to be applied for through the Grants process. |
| **21/69d** | **Payments** |
|  | It was RESOLVED to make the following on-line payments: |
|  | Mr. A. Wyer Salary (June) £467.30 |
|  | Mrs. A. Marshall Salary (July) £134.94 |
|  | HMRC PAYE £74.80 |
|  | The Direct Debit of £55.72 to MDDC for the garage rent was NOTED. |
|  | It was RESOLVED to pre-approve the following payments, due in August: |
|  | Mr. A. Wyer Salary (July) |
|  | Mr. N. Matthews Salary (June/July) and expenses |
|  | HMRC PAYE |
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| **21/70** | **Existing Projects** |
| **21/70a** | **Village Leats** |
|  | It was RESOLVED to agree to pay the expected invoices (under £500 each) from existing allocated reserves. |
| **21/70b** | **New Cemetery** |
|  | As planning permission has now been granted, the Clerk was requested to progress this. |
| **21/70c** | **Thorverton in Bloom** |
|  | Cllr. Lane reported that judging had now taken place but that the result would be announced across multiple platforms later in the month. It was RESOLVED to match the contribution from the Judges (£50) to provide a prize of £100 value to the winning street. |
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| **21/71** | **Historic Buildings** |
|  | One potential property was identified. Councillors agreed to send suitable photographs and the address to the Clerk, who would then submit the details. |
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| **21/72** | **Memorial Bench** |
|  | It was RESOLVED to agree to the siting (an appropriate distance from the pitch) of a Memorial Bench (John Park) in the Recreation Ground. |
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| **21/73** | **Tidy Up Day** |
|  | It was RESOLVED to hold a Tidy up Day on Saturday 18th September although the actual details of what is to be achieved will depend on the recruitment of a Handyman. |
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| **21/74** | **Correspondence** |
|  | The Council had been asked to contribute our views to a Devon County Council survey. |
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| **21/75** | **Representative Reports** |
|  | Cllr. Foster had previously shared a footpath report with Councillors.  Cllr. Lane requested that the Clerk start to write a report/article for FOCUS after each meeting. (Councillors felt that publishing the Minutes each month would be too long.)  The Clerk reported that he had been offered an additional Clerking role which meant that he could stop working for Devon County Council and become a full time Clerk. This should mean that the Clerk will be available during office hours, all through the week. The Clerk would be unavailable for two weeks in early August as he would be taking leave. |
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| **71/76** | **Business at the Chairman's Discretion.** |
|  | Following the co-option of Cllr. Marshall, the membership of the working groups was reviewed with Cllr. Marshall agreeing to join the New Cemetery group and to take on the liaison role with the Memorial Hall.  Two footpath issues were highlighted to Cllr. Foster. |
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| **71/77** | **Next Meeting** |
|  | Scheduled for Tuesday 14th September 2021 |