

SILVERTON PARISH COUNCIL

NOTICE OF ANNUAL MEETING

I hereby give you notice that the annual meeting of Silverton Parish Council will be held at the **SILVERTON COMMUNITY HALL** on **MONDAY 15th MAY 2023** at **7.30 p.m.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below:

DATED this 10th day of May 2023

Signed..... Clerk to the Parish Council

MEMBERS ARE REMINDED OF THE NEED TO MAKE DECLARATIONS OF INTEREST PRIOR TO ANY DISCUSSION WHICH MAY TAKE PLACE

1. Elected Councillors to sign Declaration of Acceptance of Office Forms
2. Election of Chairman
3. Apologies for absence
4. To consider any nominations to be co-opted to the Parish Council
5. Election of Vice-Chairman
6. Election of Committees/Representatives on Local Organisations:
 - (a) Planning Committee
 - (b) Representative on Community Hall Management Trust
 - (c) Representative on Street Market Committee
 - (d) Footpath Officer
 - (e) To note representatives on Richard's Educational Charity and Silverton Parochial Trust
7. Meeting open to any questions from members of the public – 10 minutes
8. To note any Declarations of Interest
 - 8.1 To declare any personal interests in items on the agenda and their nature
 - 8.2 To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant items)
9. To approve Minutes of the Meeting held on the 3rd April 2023
10. Review of Action Plan
11. Discussion with District County Councillor M Squires, and District Councillor J Wright on any relevant issues
12. Planning:

(a) **Applications:**

23/00657/LBC – Listed Building Consent to replace 2 windows and repair/replace door on rear elevation – 1 High Street, Silverton

Any applications received since date of Agenda

(the above applications can be viewed at <https://planning.middevon.gov.uk/online-applications/>)

(b) **Approvals/Refusals (received from MDDC)**

Listed Building Consent for alterations to bathroom to include removal of stud wall – 1 High Street, Silverton

(c) Any other planning matters

None

13. Finances:

(a) Monthly invoices:

- (i) Mrs S Woodland – Clerk’s wages (£691.56) + expenses (monthly Microsoft charge £11.28, annual website hosting charge £14.39, ink £25.20)
- (ii) Mr D Marsden – Contractor’s monthly invoice - £300.00
- (iii) Sarah Cross – King’s Coronation expenses (bouncy castle £120.00, Children’s Entertainer £225.00 and litter bins from MDDC £247.20) - £592.20
- (iv) Ms W Evans – advertising material re King’s Coronation - £109.54
- (v) Zurich Municipal – annual insurance - £920.08
- (vi) Parsons Landscapes Limited – grass cutting - £1,384.92
- (vii) Information Commissioner – annual sub - £40.00

Any other invoices since date of Agenda

(b) Other Financial Matters

- (i) Review purchase of Silverton Parish Council Banner
- (ii) Consider quotation received from Hi-Line for the work recommended to the trees on the Buryy
- (iii) Update re S106 Monies – to consider quotation from Parsons Landscapes Limited re Jubilee Garden
- (iv) Review of Bank signatories
- (v) Grant application for funding towards a part-time youth and children’s worker
- (vi) To note first instalment of Precept from MDDC in sum of £21,652.50
- (vii) Consider quotation from Parsons Landscapes Limited re Jubilee Garden planting

14. Neighbourhood Plan update

11. May Mini-Market report – No report as Mini-Market cancelled. Councillors required for future Mini Markets

15. Correspondence

(i)

16. Matters brought forward by the Chairman

NB: The documents referred to and highlighted in red can be viewed with the Agenda on the Parish Council Website found at <https://middevonparish.gov.uk>