

## SILVERTON PARISH COUNCIL

### NOTICE OF MEETING

I hereby give you notice that the **ANNUAL** meeting of Silverton Parish Council will be held at the **SILVERTON COMMUNITY HALL** on **MONDAY 13<sup>th</sup> MAY 2024** 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 7<sup>th</sup> day of May 2024

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. Election of Chair
2. Apologies for absence
3. Consider any applications to be co-opted onto Parish Council
4. To note any Declarations of Interest
  - 2.1 To declare any personal interests in items on the agenda and their nature
  - 2.2 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)
5. Meeting open to any questions from members of the public – 10 minutes
6. Election of Vice-Chair
7. Election of Committees/Representatives on Local Organisations:
  - (a) Planning Committee (currently Chair and Vice-Chair)
  - (b) Community Hall Management Trust (currently Cllr Hedges)
  - (c) Street Market Committee (currently Chair)
  - (d) Footpath Officer (currently Cllr Kennard)
  - (e) Richard's Educational Charity (currently Cllr Kennard and Mrs Jill Payne)
  - (f) Silverton Parochial Trust (currently Cllr Maylan and Mr James Blackburn)
8. Minutes of the meeting held on the 8<sup>th</sup> April 2024
9. Review of Action Plan\*
10. Discussion with District County Councillor M Squires, and District Councillors J Wright & R Roberts any relevant issues

#### 11. Planning:

##### (a) **Applications:**

None at date of publication of Agenda

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)**

244/00189/FULL – APPROVAL – conversion of barn to form additional residential

accommodation at Lower Dorweeke Farm, Silverton

24/00185/FULL – APPROVAL - installation of concrete capping to existing stone wall – Recreation Field, Newcourt Road, Silvertonm

**(c) Any other planning matters**

None

12. Finances:

(a) Monthly invoices:

- (i) Mrs S Woodland – Clerk’s wages - £847.60 + backpay from 1.3.2023 to 31.3.2024 - £504.48 + expenses (Microsoft payment for period 1.4.2024 to 30.4.2024 (£12.36) + Ellerhayes noticeboard (£332.00) + annual payment tot Information Commissioner’s Officer (£40.00) = £1,734.44
- (ii) Mr D Marsden – Contractor’s monthly invoice - £625.00
- (iii) Mr J S Squire – purchase of stake and base for Jubilee Tree in Recreation Field
- (iv) Silverton Evangelical Church – grant towards cost of Youth Worker in the parish - £3,000.00
- (v) Parsons Landscapes Limited – April Grounds Maintenance - £454.23

Any other invoices since date of Agenda

**(b) Other Financial Matters**

- (i) Consider report by Internal Auditor for year ended 31<sup>st</sup> March 2024
  - (ii) To complete:
    - (a) Section 1 of the Annual Governance Return for year ended 31.3.2024
    - (b) Section 2 of the Annual Accounting Statement for year ended 31.3.2024
  - (iii) To note Bank Reconciliation
  - (iv) To note Explanation of Variances
  - (v) To note Public Rights Notice
  - (vii) To appoint Parish Councillor to carry out quarterly financial checks
  - (viii) Discussion re current banking facility
  - (iv) To consider purchase of copies of the completed Neighbourhood Plan at a cost of £7.50 per Plan (requested by Cllr Kennard)
  - (x) Consider quotation from Evolution Skate Parks Ltd re annual Preventative Maintenance inspection of Skate Park ramp equipment
  - (xi) Consider contract re electricity supply to Air Ambulance Landing site.
  - (xii) Request by Silverton Football Club for a contribution towards paint (£100.00) to refresh the Tennis Hut.
  - (xiii) 80<sup>th</sup> Anniversary or D.Day celebrations (requested by Cllr Cross)
13. Pond Site – (a) to discuss ownership as per Land Registry filed plan and (b) pruning/removal of the buddleia on the unregistered land
14. Grass cutting around large logs in Recreation Field (requested by Cllr Maylan)
15. Update re Broad Oak Working Group – Chair to report
16. Update re Lime Tree Regeneration Programme
17. Road Warden Scheme (Cllr Cross)
18. May Mini Market report
19. Correspondence
- (i) Consider email from parishioner regarding parking on verges of Wyndham

Road

(ii) To note exchange of emails regarding parking problems in Davies Close

20. Matters brought forward by the Chair

**NB: The documents shown with a “\*” can be viewed with the Agenda on the Parish Council Website found at <https://middevonparish.gov.uk>**