

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 12th May 2025** 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 6th day of May 2025

Signed.....*Sheila Woodland*..... 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. To note any declarations of interest:
 - (a) To declare any personal interests in items on the agenda and their nature
 - (b) 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)
4. To consider any applications for co-option onto the Parish Council
5. Meeting open to any questions from members of the public – 10 mins
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 7th April 2025
9. Minutes of the meeting held on the 16th April 2025
10. Action Plan
11. Discussion with County Cllr Steve Keable, District Cllrs Rhys Roberts and Josh Wright on any relevant issues
12. Planning
 - (a) Applications

25/00492/HOUSE – erection of single storey rear extension- 15 Ellerhayes, Hele

25/00520/LBC – Listed Building Consent for installation of an EV charging point at South Cottage, School Road, Silverton

25/00554/HOUSE – Erection of replacement garage – 17 Church Road, Silverton
 - (b) Approvals/Refusals (received from MDDC)

Approval of Full Planning Permission – Autumn Leaves, Park Road, Silverton – erection of a porch and WC extension with associated works -25/00152/HOUSE

Approval of Full Planning Permission – Ruffwell Inn, Thorverton – conversion of redundant public house to 4 dwellings – 24/01628/FULL

Approval of Full Planning Permission – 1A Tuns Lane, Silverton – Erection of extension to east and west elevations, conversion of garage to bedroom and raising of roof to provide first floor accommodation – 25/00139/HOUSE

Approval of Full Planning Permission – Land and Buildings Silverdale, Silverton – Variation of condition 2 of planning permission 23/00937/FULL (erection of 3 dwellings following demolition of barns utilising the Class Q fall back position) to allow substitute plans relating to alterations to ground floor layout and omission of window on side elevation for House Type 2 and the addition of 2 detached garages

Approval of Listed Building Discharge of Condition(s) – 9 Newcourt Road, Silverton – details pursuant to the Discharge of Conditions 2 of LBC 24/00462/LBC

Tree Preservation Order Consent - The Tower, 15 Prispen House, Prispen Drive, Silverton – application to remove 1 limb on 1 Holm Oak – TPO 97/00015/TPO

(c) Any other planning matters

First Notification – draft decision relating to the removal of public payphone service in the Square.

13. Finances

(a) Monthly invoices

- Mrs S Woodland – Clerk's wages (£708.16) + expenses
- Mr D Marsden – Handyman's monthly invoice = £625.00
- Mr P Gawen – repairs to Bus Shelter - £200.00
- Mrs P Clapham – Internal Audit - £103.00
- E-on Next – electricity to Air Ambulance landing site - £17.64
- Mr S Hedges – printer ink pack - £95.59
- Parsons Landscapes Limited – March grounds maintenance - £1,008.22
- Hi-Line Tree Management: (a) Tree risk assessment of Recreational Field - £420.00 and (b) Tree risk assessment of the Berry - £504.00

Any other invoices received since date of agenda

(b) Other Financial Matters

- (i) Consider report by Internal Auditor for year ended 31st March 2024
- (ii) To complete:
 - Section 1 of the Annual Governance Return for year ended 31.3.2024
 - Section 2 of the Annual Accounting Statement for year ended 31.3.2024
- (iii) To note AGAR Bank Reconciliation
- (iv) To note AGAR Explanation of Variances
- (v) To note AGAR Public Rights Notice
- (vi) To appoint Parish Councillor to carry out quarterly financial checks
- (vii) To note Pre-notification statement from Unity Trust Bank re Bank Charges for April - £6.00

- (viii) To note end of month Bank balance for April 2025
 - (ix) Consider purchase of additional Dog Bin for the Square area
 - (x) Review of Statement Internal Control to cover internet banking
 - (xi) S106 Funding Report received from MDDC
 - (xii) Microsoft 365 Business Standard subscription renewal
 - (xiii) Quote received from Zurich Insurance Company - £819.95 – annual insurance
 - (xiv) Fund Raising idea from MDDC/Templeton Parish Council re collecting scrap metal
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- 14. Review of Standing Orders – to consider increasing limit at which 3 quotations are not required
 - 15. Football Club update – email received dated 15.4.2025
 - 16. Neighbourhood Plan: The Glebe
 - 17. May 2025 Mini-Market report
 - 18. Update re Broad Oak Working Group
 - 19. Correspondence
 - (a) MDDC – Parish Training
 - 20. Matters brought forward by the Chairman