

## SILVERTON PARISH COUNCIL

### NOTICE OF MEETING

I hereby give you notice that a of Silverton Parish Council will be held at the **SILVERTON COMMUNITY HALL** on **MONDAY 1<sup>st</sup> September 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 26 day of August 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. Apologies for absence
2. 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 prejudice al interests must leave the room for the relevant items)
3. To consider any applications for co-option onto the Parish Council
4. Meeting open to any questions from members of the public – 10 mins
5. Discussion with County Cllr Steve Keable & District Cllrs Rhys Roberts and Josh Wright on any relevant issues
6. To approve the Minutes of the meeting held on the 7<sup>th</sup> July 2025
7. To approve the Minutes of the meeting held on the 4<sup>th</sup> August 2025
8. Action Plan
9. Planning

(a) Applications

25/01170/FULL – Retention of partial recladding of Dutch barn and lean-to extension – land and building at NGR 296483 101769 Hayne Lane, Silverton

(b) Approvals/Refusals (received from MDDC)

NO OBJECTION to remove 4 Conifer trees, reduce the canopy of 1 Pittosporum; reduce a Viburnum Shrub and reduce the canopy of 1 Willow Tree within the Conservation Area – 21 King Street, Silverton

(c) Any other planning matters

None

10. Finances

(a) Monthly invoices

- Mrs S Woodland – Clerk's wages (£928.20) + back pay (£116.48) + Expense reimbursement (£26.00) = £865.48
- Mr D Marsden – Handyman's monthly invoice = £650.00

Any other invoices received since date of agenda

(b) Other Financial Matters

- (i) To note conclusion of annual audit
- (ii) To note July and August Bank Reconciliations
- (iii) To consider re-appointment of Penny Clapham as Parish Council's internal Auditor for year ending 31<sup>st</sup> March 2026.
- (iv) Update re troughs/hanging baskets in the Square area and ideas proposed
- (v) Update re in-house training by Devon Association of Local Councils
- (vi) Report of Chair/Vice Chair interim finance meeting
- (vii) Update re application for Credit Card via Unity Trust Bank
- (viii) Repairs to fencing in Recreation Field (adjacent to Coach Road)
- (ix) Update re S106 funding

- 11. Review of Parish Council Policies (i) Data Protection and (ii) Financial Reserves
- 12. Cobbled path, New Barn Lane (requested by Cllr Kennard)
- 13. Update re Lime Regeneration Programme (Cllrs Harrison/Kennard)
- 14. Update re Broad Oak Working Group
- 15. Set date for additional meeting in November to discuss finance and proposed precept for 2026/2027.
- 16. Correspondence:

- (a) Road Closure Notice – 2.10.2025 to 2.10.2025 – road from Pounds Lane Cottages to Flock Mill – tree cutting and pole replacement works
- (b) Road Closure Notice – 05.10.2025 to 05.10.2025 – School Road, Silverton – pole replacement works
- (c) Road Closure Notice – 02.12.2024 -04.12.2025 inclusive – Exeter Road – pole replacement and test
- (d) Notification of local NHS Health Check Clinics
- (e) MDDC State of the District Debate – 17.09.2024 – 5.30 p.m. Phone House, Tiverton – 2 Parish Councillors may attend

- 17. Matters brought forward by the Chairman