

SILVERTON PARISH COUNCIL

NOTICE OF MEETING

I hereby give you notice that a meeting of Silverton Parish Council will be held at the **SILVERTON COMMUNITY HALL** on **MONDAY 5th JANUARY 2026** 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 29th day of December 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: pecuniary, other registerable interest or non-registerable interest
3. Meeting open to any questions from members of the public – 10 mins
4. Discussion with County Cllr Steve Keable & District Cllrs Rhys Roberts and Josh Wright on any relevant issues
5. To approve the Minutes of the meeting held on the 1st December 2025
6. Action Plan
7. Planning

(a) Applications

25/01726/CAT – Notification to remove 1 Willow tree and 1 Elaeagnus to ground level within the Conservation Area – 21 King Street, Silverton

(b) Approvals/Refusals (received from MDDC)

APPROVAL – erection of first floor above existing garage for ancillary accommodation – 76 Wyndham Road, Silverton (25/01385/HOUSE)

(c) Any other planning matters

FOR INFORMATION ONLY – Prior Notification for the change of use of an agricultural building to 2 dwellings under Class Q – Land and buildings at Hayne Lane, Silverton – 25/01685/PNCOU

8 Finances

(a) Monthly invoices

- Mrs S Woodland – Clerk's wages/expense reimbursement (XXXX) + Microsoft invoice for December (£12.10) & pack of laminating pouches (£3.49) = £787.99
- Mr D Marsden – Handyman's monthly invoice = £650.00
- HMRC – Clerk's Income Tax + National Insurance (3rd Quarter) - £775.44
- Silverleigh Newsletter – annual grant towards administration costs - £260.00
- St Mary's Church – annual grant towards grass cutting of Churchyard - £1,562.00
- Mr A Campbell – honorarium re parish clock winding - £250.00
- Simon Hedges – purchase of new St George's Flag - £65.94

- E-on Next - November electricity usage re Air Ambulance landing site - £2.74

Any other invoices received since date of agenda

- To note monthly Direct Debit payment to Westcotts (SW) LLP = £30.00

(b) Other Financial Matters

- (i) To note December Bank Reconciliation
- (ii) To consider quote to construct and install new bench on Pond Site
- (iii) Repairs to fencing in Recreation Field (adjacent to Coach Road) – Consider draft Specification
- (iv) Purchase of St George flag – update by Chair
- (v) Update re adopting the telephone kiosk in The Square – consider Contract for sale
- (vi) Location of Timetable holder/noticeboard in Bus Shelter and request for quotes
- (vii) Consider purchasing Microsoft 365 Personal licence for Clerk
- (viii) Consider quotation from Parsons Landscaping in relation to the grounds maintenance for the financial year 2026/2027
- (ix) Consider possibility of installing a concrete slab/rubber matting to the base of the steps in the Children's Play Area – quote provided by Handyman.
- (x) Consider updated financial papers and thereafter set the Precept for the financial year 2026/2027
- (xi) Statement of Internal Control

11. Annual Review off Standing Orders
12. Annual Review of Asset Register
13. Consider/agree minor amendment to Handyman Contract
14. To consider double yellow lines outside The Lamb Inn, High Street.

15. Correspondence:

- (a) None

17. Matters brought forward by the Chairman