

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 11th May 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 5th day of May 2026

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 (if any)
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
 - (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 13th April 2025
9. Discussion with County Cllr Steve Keable, District Cllrs Rhys Roberts and Josh Wright on any relevant issues
10. Action Plan
11. Planning
 - (a) Applications

26/00576/HOUSE – Erection of a front porch – 17 Oak Close, Silverton

26/00588/CLU – Certificate of Lawfulness for the existing use of one dwelling not built in accordance with Prior Approval 14/01058/PNCOU for a period of more than 4 years – Underleigh Mews, Butterleigh Cullompton

26/00530/FULL – Change of use of land to an equestrian outdoor horse arena and retention of a horse shelter and hay barn – land at NGR 296350 103674 – Threshing Barn, Livingshayes Road, Silverton

26/00278/FULL – Revised Plans – change of use of agricultural land to residential garden following Planning Permission 25/00294 – land at NGR 295602 103364 Silverdale

(b) Approvals/Refusals (received from MDDC)

No Objection – removal of 1 Eucalyptus tree within a Conservation Area – 20 King Street, Silverton (26/00448/CAT)

Approval – erection of an outbuilding – 48 Ellerhayes, Hele (26/00225/HOUSE)

Refusal – Demolition of public house and erection of 4 dwellings and associated works – Ruffwell Inn, Thorverton (26/0076/FULL)

(c) Any other planning matters

Information Only – Prior Approval for the erection of a building for the harvesting and pressing, blending, bottling and tasting of wine – land at NGR 297422 103438 North of Little Ford, Silverton – 26/00578/PNAG

12. Finances

(a) Monthly invoices

- Mrs S Woodland – Clerk's wages (£762.60) + expenses (if any)
- Mr D Marsden – Handyman's monthly invoice = £673.00
- Mrs P Clapham – Internal Audit - £103.00

Any other invoices received since date of agenda

(b) Other Financial Matters

- (i) Consider report by Internal Auditor for year ended 31st March 2026 and dated 18th April 2026
- (ii) To complete:
 - Section 1 of the Annual Governance Return for year ended 31.3.2026
 - Section 2 of the Annual Accounting Statement for year ended 31.3.2026
- (iii) To note AGAR Bank Reconciliation
- (iv) To note AGAR Explanation of Variances
- (v) To note AGAR Public Rights Note – dates
- (vi) To consider Westcotts' fees for financial year to 5th April 2027
- (vii) To note Bank Reconciliation for April (circulated to Cllrs prior to meeting)
- (viii) End of Year (31st March 2026) financial update
- (x) Public Liability Insurance renewal
- (xi) Update re Little Rec Lease renewal
- (xii) Parish Councillor training

13. April 2026 Mini-Market report

14. Correspondence

(a) Email re surface dressing programme for 2026 - Broadclyst Division

15 Matters brought forward by the Chairman