

Ermington Parish Council

All members of Ermington Parish Council are hereby summoned to attend an Ermington Parish Council Annual Meeting on **Tuesday 21 May 2024** which will take place after **Ermington Parish Council Annual Parish Meeting** to be held in Ermington Reading Rooms for the purpose of transacting the Following business.

Members of the public are welcome to attend.

Teresa Drew
Clerk to Parish Council

Date: 15 May 2024

AGENDA

1. Election of Chair (and the signing of the Declaration of Acceptance of Office)
2. Accept apologies for absence
3. Declarations of members' interest(s) in respect of any item on this agenda. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at South Hams District Council, within 28 days of the change.
 - Clarification personal Interest re. Councillor who lives adjacent to the A3121 as raised at last month's meeting
4. Vacancies for five Parish Councillors - consider applications received for co-option
5. Report from Devon County Councillor Dan Thomas
6. Report from District Councillor Alison Dewynter
 - Enforcement of hedge height "The Spires" Church Road
7. Public Open Forum - Questions and comments from members of the public to Parish Councillors, County & District Councillors (**a period of not more than 15 minutes**). After the public open forum members of the public are asked to respect the fact, this is a meeting to conduct council business after which the public may not speak – thank you.
8. Resolve to approve the Parish Council Meeting minutes of 30 April 2024 (as previously circulated)
9. (a) Election of Vice-Chair
(b) Election of Committees: -
 - Planning (all Councillors)
 - Parish Rooms maintenance (all Councillors)
 - Finance (RFO & 2 Councillors)(c) Election to outside associations: -
 - Churchyard (1 Councillor)
 - Ivybridge & District Association of Local Councils (1 Councillor)(d) Parish Tree Warden
- (e) Footpaths (1 Councillor)
- (f) Snow Warden(s) (2 Councillors – village and remainder of parish)
- (g) Road Warden (Chapter Eight Trained)
- (h) Defibrillator checks (1 Councillor or parishioner)
- (i) Web Site Maintenance - DB Computer Repairs website monthly maintenance increase
- (j) Salt/grit bin checks - Penquit, Endsleigh, Marjery Cross, Westlake and three grit bins in the village (1 Councillor)
- (k) Devon Air Ambulance light and site checks
- (l) Parish Council Facebook Maintenance
- (m) River Warden
- (n) Review of hire cost for the Reading Rooms – currently hourly rate:

Hire charge per hour	£6.00 per hour.
Hire charge for booking 4 hours or more	£20.00
Hire charge for the day	£35.00
- (o) Parish Councillors were made aware of the requirements of the Local Government Act 1972 Schedule 12 10(2)(B) wherein it states that: *“Three clear days at least before a meeting of a parish council a summons to attend, the meeting, specifying the business proposed to be transacted at the meeting and signed by the proper officer of the council, shall be left at or sent by post to the usual place of residence of every member of the council.*”
The Parish Councillors to RESOLVE to receive such agendas, minutes and other documentation(s) by email duly sent to the Councillors email address provided. Such service of documents by email will therefore be deemed to have taken place, unless a Councillor notifies the Clerk that such has not or cannot be received and requests a hard copy.
- (p) Confirm cheque signatories currently Cllrs Onley, Dunlop and Creese

10. Planning - Councillors to view planning applications on SHDC website prior to meeting. *To comply with consultation time limits, planning applications received after agenda publication may be considered at the meeting and any recommendations ratified at the subsequent meeting.*

Planning Decision

Planning Application: 0441/24/FUL Full Planning Application
 Site Address: Endsleigh Garden Centre, Endsleigh, Ivybridge, PL21 9JL
 Decision: Conditional Approval

Grid Reference: (262277, 55827)

11. Finance

(i) To note bank balances – Treasurers Account on 15 April 2024 = £63,223.26
 Business Bank Account 9 April 2024 = £46,550.44

(ii) Receipt – Bank Interest (Business Account) 09/04/2024 = £48.03

(iii) Payments – resolve to make the following payments:

Description	Gross	VAT	Net
Parish Clerk – April 2024 salary and working at home allowance	£781.73	-	-
DB Computer Repairs – maintenance of parish council website April 2024	£45.00	-	-
Internal Auditor – complete internal audit of accounts 2023/24	£89.40	-	-
Community Heartbeat – annual support 01/06/2024 – 01/06/2025 Ermington Telephone Box, Chapel Street, Devon, PL21 9LP (D00000018693)	£162.00	£27.00	£135.00

(iv) Grant Request(s) – Ermington Environment Group

(v) To approve the Financial Statement and Earmarked Reserves

(vi) To review spend and income to date, against budget 2024/2025

(vii) Internal Audit Report – no issues raised

(viii) To approve End of Year Accounts 2023/2024

(ix) To confirm the dates for the period for the exercise of public rights = 5 June – 14 July 2024

12. Annual Governance & Accountability Return Section 1 2023/2024 - to approve and sign document

13. Annual Governance & Accountability Return Section 2 2023/2024 - to approve and sign document

14. Update on redecoration of the interior of the Reading Rooms – **Cllr Creese**

15. To confirm Parish Council's register of assets

16. Review Asset Register Policy

17. Climate Crisis Adaptation – **Cllr Hannam**

18. Reports on allocated areas of responsibility:

- a) Ermington Parish Church Liaison = **Cllr Owens**
- b) Community Speed Watch report = **Cllr Dunlop**
- c) Ermington Environmental Group, Climate Change and Biodiversity = **Cllr Hannam**
- d) Road Warden Scheme and maintenance of the speed cameras = **Cllr Creese**
- e) Assessment of Parish Footpaths = **Cllr Owens**
- f) Public Transport and activate travel options = **Cllr Dunlop**

19. A3121 Speed Limit (Variation Of DCC Policy) – Confirm appointment of Callidus as Consultant Engineer to look at options and give an indication of the cost.

20. Correspondence to note (*some of the correspondence listed below can be seen on the parish website*):

Livewell - We have 12 patients at Lee Mill who are given varying lengths of leave depending on their stage of recovery and risk. The most popular leave is leave to Tesco or to the bus stop in Tesco to go to Plymouth etc. Our concern is that there is no pavement provision from the hospital to the industrial estate, where they use the cut through, so when it is wet or dark, the patients tend to walk on the road. We are sure you can appreciate that this is quite risky so we are stuck between being overly restrictive and not granting leave or carrying the risk that they may be struck by a car on the road below. We wonder if it would be possible to have a pavement along the large grass verge on the left, as you walk towards Tesco, to link to the pavement in the industrial estate? This would then reduce the risk to our patients and nearby residents.

Donation of drinking glasses from the family of a parishioner who passed away.

Citizens Advice South Hams - Thank you from Citizens Advice South Hams for grant.

21. To confirm date of the next Parish Council Meeting

Under the Openness of Local Government Bodies Regulations 2014 people may film, record, tweet, or blog from parish council meetings. The use of any images or sound recordings is not under the Parish Council's control. The Parish Council kindly asks that anybody intending to record the meeting inform the Chair prior to the meeting. The Clerk may record Parish Council meetings.

Agenda and minutes can be viewed on the Ermington Parish website - <http://www.ermingtonparish.com/parish-council/archives>

To report issues to the local Police. Members of the public who have a non-urgent matter to bring to the attention of their Local Policing Team, the easiest way of contacting them is - **<https://www.devon-cornwall.police.uk/your-area/teams/lvybridge/Overview>** or the contact form: **<https://www.devon-cornwall.police.uk/your-area/teams/lvybridge/Contact>**

To report highway issues - **<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>**

Devon road works completed, current and future - **<https://apps1.wdm.co.uk/Live/Devon/PBLC/PIP/Map.aspx?cg=sws>**