

# Ermington Parish Council

All members of Ermington Parish Council are hereby summoned to attend an Ermington Parish Council Meeting on **Tuesday 2 July 2024 at 7.30 pm** 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: 26 June 2024

## AGENDA

1. Accept apologies for absence
2. 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.
3. Vacancies for five Parish Councillors - consider applications received for co-option
4. Code of Conduct Complaint Assessment Decision Notice: Case Reference – RP/501340  
Monitoring Officer received a complaint alleging that Cllr Onley has broken the Parish Council's Code of Conduct. The Monitoring Officer has determined that, based on the facts as alleged in the complaint, no further action will be taken.
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 21 May 2024 (as previously circulated)
9. 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.*

Reference: 1661/24/FUL                      Site Address: Higher Ludbrook Farm, Ludbrook, PL21 0LL  
Proposal: Erection of covered silage pit

Reference: 3908/23/FUL                      Site Address: Kingsacre Care Home, Ermington, PL21 0LQ  
Proposal: Proposed rebuilding & conversion of former outbuilding to provide workshop & storage space with office space above

### Planning Decision

1023/24/FUL Full Planning Application                      Decision: Conditional Approval  
1530/24/ARC Approval of Details Reserved by Conditions                      Decision: Discharge of Conditions - Split

### 10. Finance

(i) To note bank balances – Business Bank Account 9 May 2024 = £46,600.18  
Treasurers Account on 13 June 2024 = £67,537.46

(ii) Receipt – Bank Interest (Business Account) 09/05/2024 = £49.74

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

Description	Gross	VAT	Net
Parish Clerk – May 2024 salary and working at home allowance	£781.73	-	-
Parish Clerk – June 2024 salary and working at home allowance	£t.b.c	-	-
DB Computer Repairs – maintenance of parish council website May 2024	£45.00	-	-
DB Computer Repairs – maintenance of parish council website June 2024	£45.00		
Zurich Insurance – 5 year long term agreement active until 24th June 2025	£941.18		
Source for Business (South West Water Business) - services at Reading Rooms = 3 February - 31 May 2024 (estimated)	£70.50		
DB Computer Repairs - Construct 3 new web pages and link them	£100.00		

(iv) Grant Request(s) – None

10. Finance (Continued)

(v) To approve the Financial Statement and Earmarked Reserves

<b>Financial Statement</b>		
Lloyds Bank Business Account bank statement as at 9 May 2024:		<b>£46,600.18</b>
Lloyds Bank Treasurers Account bank statement as at 13 June 2024:		<b>£67,537.46</b>
	Less: any unrepresented cheques:-	
	001672	-£100.00
	001675	-£335.53
	001676	-£70.50
<b>Total Funds =</b>		<b>£113,631.61</b>
<b>Earmarked Reserves</b>		
Repairs to Reading Rooms, Ermington		<b>-£20,000</b>
<b>Total uncommitted Funds =</b>		<b>£93,125.58</b>

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

(vii) Renewal of eDF contracts for Reading Rooms and Devon Air Ambulance – Fixed Term until 22 May 2027

(viii) Review Parish Clerk salary

(ix) Transfer of parish council funds to a NatWest Business account

(x) NALC Model Financial Regulations for Local Councils - The updated Model Financial Regulations compile essential procedures and financial guidelines for Councils to ensure efficient and transparent e.g. Key 4.8 – council members are unable to approve new budget if they are in arrears with council tax. This must be declared at the relevant meeting 6.9 – signing of payments listing at each meeting

11. External Audit of the 2023/2024 accounts – documents have been sent to PKF Littlejohn LLP and available to view on the parish council website

12. Review: Risk Assessment of Reading Rooms  
Health and Safety Policy  
Standing Orders  
Fixed Asset Register

13. Vexatious Complaints Procedure – Cllr Onley

14. Repairs to FP10 (Honeys Field to the Church), 2 quotes received – Cllr Owens

15. 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** – Swift boxes to be located on Reading Rooms and WATER summer meeting 28 June feedback. SuSH Parish Councillor meeting 11 October 2024 nomination.
- 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**

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

The Good Councillors Guide 2024 - *circulated to parish councillors*

DCC - Sign of the Owl Update 240523 – highway to be reopened by the end of Friday 14th June, a full two weeks ahead of the original date

DCC - Recent Flooding across Devon

SHDC - Climate Adaptation Learning Journey

DCC - 240624 Ermington ORD2105675 - substantial drainage works on the road between Crownhill Cross and Strode Cross in Ermington, Monday 24th June until Friday 19th July 2024

SHDC - Planning Application 1389/24/TCA - Ermington County Primary School, School Road, Ermington, PL21 9NH -SHDC, Raise No Objections. The notified works should be undertaken in their entirety in accordance with B.S.3998 2010 Recommendations for Tree Works to ensure adherence to the prescribed works, and to further ensure that no works in excess of this notification are undertaken.

DCC- Temporary Traffic Notice - LANGBROOK CROSS TO LUSON, Ermington (TTRO2457956) - MONDAY 14 OCTOBER 2024 for a maximum of 5 days Anticipated Finish MONDAY 14 OCTOBER 2024 Between the hours of 09:30 and 15:30

Email from parishioner – parking at Fawns Close

Email from Modbury Parish Council - Strimmer Training 25 June 2024 – Cllr Creese attending

DCC - (South) Temporary Traffic Notice - ROAD FROM MODBURY CROSS TO SEQUERS BRIDGE, Ermington, Holbeton (TTRO2458184) BC008FBA5808V & V01

Parishioner - R Sharples - dates of Parish Council meetings?

SHDC - Code of Conduct Complaint Response

Parishioner - R Sharples - Traffic issues update

17. 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>**