

MERTON PARISH COUNCIL NOTICE

The combined Annual Parish Meeting and Parish Council AGM will take place on Monday 8th May 2017 in the Clinton Hall, Merton at 7:30pm

EVERYONE WELCOME

1. **Welcome and address by Tim Horner** – Chairman of the Parish Council
2. **Minutes of the Last Meeting** – to consider the approval of the Minutes of the last Annual Parish Meeting
3. **Devon Air Ambulance** – Toby Russell
4. **District Councillor Report** – District Councillor Richard Wiseman
5. **Annual Crime Report** – PCSO Sandra Brown
6. **Village Hall Management Committee Report** – Philip Collins
7. **Play Equipment Committee Report** – Tim Horner
8. **Merton & Huish Wildlife Report**
9. **Merton Moncks Committee Report**
10. **Merton & Petrockstowe Heritage Group Report**
11. **Finance Report** – Clerk
12. **Open Forum**

AGM & PARISH COUNCIL MEETING

13. **Election of Officers** – to elect a Chairman and Vice Chairman
14. **Declaration of Acceptance of Office** – to receive the Chairman's signed Declaration of Acceptance of Office
15. **Apologies for Absence** – to receive apologies made to the Clerk prior to the meeting
16. **Minutes of the Last Meeting** – to consider the approval of the Minutes of the last AGM and the last meeting of the Council
17. **Public Speaking Time** – members of the public are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration, at the discretion of the Chairman, during the Public Participation section of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.
18. **Declarations of Interest** – Councillors are invited to declare any disclosable pecuniary interest, including the nature and extent of such interests they may have in any items to be considered at this meeting. They are also reminded to consider whether in the light of recent activities any items within their Register of Interests should be updated.
19. **Agree/Review the following documents:**
 - 19.1 Standing Orders
 - 19.2 Financial Regulations
 - 19.3 Asset Register
 - 19.4 Insurance Arrangements

All correspondence to the Council should be addressed to the Clerk:
Miss Zena Tett of Bouchland Farm, Burrington, Umberleigh, Devon EX37 9NF
Tel 07711 255525. E mail clerk.mertonparishcouncildevon@gmail.com

- 19.5 Register of Interests
- 19.6 Subscriptions/Grants
- 19.7 2017/18 Meeting Dates
- 20. **Matters Arising**
 - 20.1 Play Equipment – to receive an update from Cllrs Horner and Malcolm regarding the new play equipment and funds raised to date
 - 20.2 Highway Matters – to receive an update from the Clerk regarding ENQ 17964694
 - 20.3 Churchyard Mower – to receive an update from Cllr Collins regarding the grant
 - 20.4 Devon Air Ambulance Landing Site – update from Cllr Collins
 - 20.5 River Mere Water Quality – to receive an update from Cllr Collins
- 21. **New Items**
 - 21.1 Planters & Hanging Baskets – Cllr Papworth to discuss
- 22. **Planning**
- 23. **Clerks Report**
 - 23.1 Correspondence – to note the items listed below which have been circulated or will be available for inspection at the meeting
 - i. Email from Andrew Waite TDC – Merton Village Hall Play Area Lease
 - ii. Email DCC – Updated measures to protect poultry against Avian Flu
 - iii. Documentation from Grant Thornton – External Audit
 - iv. Email from Andrew Budd GrantScape Services Ltd – thanking the PC for the contributing cheque of £2,010
 - v. Email from Highways – road closure
 - 23.2 Annual Governance Statement 2017/17
 - 23.3 Accounting Statements 2016/17
- 24. **Councillors' Reports and Items for Future Agenda** – each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 25. **Finance**
 - 25.1 To consider the following payments:

i. Clerks Expenses	£20.55
ii. The Clinton Hall – room hire	£64.00
iii. Torridge District Council – payroll services	£30.00
iv. Kompan Ltd	£43,780.40
 - 25.2 Review the bank balance.
- 26. **Date of Next Meeting** – to confirm the date of the next meeting of the Council which is scheduled for 7:30pm on 10th July 2017 in the Village Hall, Merton

Z. Tett

Zena Tett – Parish Clerk

Date: 24th April 2017

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