

MERTON PARISH COUNCIL NOTICE

The combined Annual Parish Meeting and Parish Council AGM will take place on Monday 14th May 2018 in the Village Hall, Merton at 7:30pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

EVERYONE WELCOME

1. **Welcome and address by Steve Papworth** – 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. **Waste & Recycling** – guest speaker from the Waste & Recycling Team
4. **District Councillor Report** – District Councillor Richard Wiseman
5. **Annual Crime Report** – local Police Community Support Officer
6. **Village Hall Management Committee Report**
7. **Play Equipment Committee Report**
8. **Merton & Huish Wildlife Report**
9. **Merton Moncks Committee Report**
10. **Merton & Petrockstowe Heritage Group Report**
11. **Football Club**
12. **Finance Report**
13. **Open Forum**

AGM & PARISH COUNCIL MEETING

1. **Election of Officers**
 - 1.1 to elect a Chairman
 - 1.2 to receive the Chairman's signed Declaration of Acceptance of Office
 - 1.3 to elect a Vice Chairman
2. **Apologies for Absence** – to receive apologies made to the Clerk prior to the meeting
3. **Minutes of the Last Meeting** – to consider the approval of the Minutes of the last AGM and the last meeting of the Council
4. **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.
5. **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

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

the Public Participation section of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

- 6. Agree/Review the following:**
 - 6.1 Standing Orders
 - 6.2 Financial Regulations
 - 6.3 Asset Register
 - 6.4 Register of Interests
 - 6.5 Subscriptions/Grants
 - 6.6 2017/18 Meeting Dates
 - 6.7 Defibrillator
- 7. Matters Arising**
 - 7.1 Playground Lease and Equipment – Cllr Horner
 - 7.2 Highways – review of outstanding items
 - 7.3 TAP Fund – update from the Clerk
 - 7.4 Parking on The Square – Cllr Papworth
 - 7.5 Village Hall Entrance Repair – Cllr Collins
 - 7.6 No3 The Square Planning Application – Cllr Horner
- 8. New Items**
 - 8.1 Dog Walking Path – Cllr Papworth
 - 8.2 National Salary Awards for Clerks
 - 8.3 New Agreement between the School and the Council: regarding the use of the Clinton Hall parking
 - 8.4 Insurance Renewal
 - 8.5 Tree Maintenance around the Hall – Cllr Horner
 - 8.6 Clearance of Mud in The Square
 - 8.7 Purchase of New Shared Printer: Cllr Papworth and Clerk
 - 8.8 Path between Back Lane (Clinton Gardens) and entrance to Coldstream Gardens
- 9. Planning**
 - 9.1 1/0366/2018/FUH Little Potheridge Cottage, Merton for proposed extension to west side of property.
 - 9.2 To discuss any planning items which may have arisen after the date of this Agenda and the date of the meeting.
- 10. Clerks Report**
 - 10.1 Correspondence – to note the items listed below which have been circulated or will be available for inspection at the meeting
 - 10.1.1 TDC: North Devon and Torridge Local Plan
 - 10.1.2 DCC: Devon Local Flood Risk Management Strategy – Newsletter
 - 10.1.3 Devon Communities Together: Devon Community Resilience Forum
 - 10.1.4 Clinton Devon Estates: Making Space for Nature
 - 10.1.5 TDC: Chargeable Garden Waste
 - 10.2 Annual Governance Statement 2017/17
 - 10.3 Accounting Statements 2016/17
 - 10.4 General Data Protection Regulations
 - 10.5 Register of Interests
- 11. 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

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Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

12. Finance

12.1	To consider the following payments:	
12.1.1	Clerks Expenses	£96.36
12.1.2	TTVS: subscription	£25.00
12.1.3	DALC: subscription	£69.36
12.1.4	Grant Thornton: audit fees	£120.00
12.1.5	TDC: Payroll Service	£36.00
12.1.6	Clerk: new laptop	£450.00
12.1.7	Internal Auditor	£150.00
12.1.8	Zurich Insurance	£781.74
12.1.9	S Papworth Expenses	£44.10
12.1.10	Clinton Hall: room hire	£86.40

24.2 Review the bank balance.

13. Date of Next Meeting – to confirm the date of the next meeting of the Council

Z. Tett

Zena Tett – Parish Clerk

Date: 30th April 2018