

# Annual Parish Council Meeting of Ermington Parish Council

All members of Ermington Parish Council are hereby summoned to attend an Ermington Parish Annual Parish Council Meeting on **Tuesday 24 May 2022 at 8.00 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: 17 May 2022

## AGENDA

1. Election of Chair (and the signing of the Declaration of Acceptance of Office)
2. 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.
4. Vacancies for six Parish Councillors - to consider and, if agreed, approve any applications for co-option onto the Council
5. Report from Devon County Councillor Dan Thomas including outstanding items from past meetings

158/21 River Erme erosion A3121  
158/21 Potholes in Westlake and Luson and flooding in Westlake

6. Report from District Councillor Tom Holway
  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. (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 maintenance monthly increase with effect from 1 June 2022, £45 per month*
  - (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

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
9. Update on flashing speed sign near Ermington Store and More – Cllr Creese
  10. Resolve to approve Parish Council Meeting minutes of 8 April 2022 (as previously circulated)
  11. Bus services - Cllr Onley
  12. Rivers Erme & Yealm pollution, - Cllr Onley

13. Volunteer for River Yealm Water Quality Group Meeting Monday 4th July at 7.00pm – via ZOOM

14. 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.*

Sent to the Parish Council on 20 April 2022 - The application below has been submitted to the Council for determination. Evidence is required to either support or refute the claim that the above building has been in situ for in excess of the last four years.

Reference: 1124/22/CLE

Proposal: Certificate of Lawfulness for existing works being demolition of buildings as per planning application 0393/19/FUL

Site Address: Keaton Lodge, Ermington, PL21 0LB

Reference: 1447/22/AR

Proposal: Application for approval of details reserved by conditions 3 and 10 of planning application 2760/19/LBC

Site Address: Strashleigh Farm, Ivybridge, Devon, PL21 9JP

Reference: 1265/22/HHO

Proposal: Householder application to create a single storey extension to the eastern end of the existing building.

Site Address: The Shippen, Westlake, PL21 9GU

Reference: 1262/22/FUL

Proposal: Proposed solar PV array

Site Address: Strashleigh Farm, Ivybridge, PL21 9JP

Reference: 1404/22/FUL

Proposal: Provision of stables, manage and change of use of land to equestrian

Site Address: The Barn, Back Lane, Ermington PL21 9GW

Reference: 0945/22/FUL

Proposal: Change of use from residential with ancillary offices and holiday annex use to a mixed use of residential with ancillary offices and holiday plus occasional event venue (max 10 events per calendar annum)

Site Address: Ludbrook Manor, Ivybridge, PL21 0LJ

Reference: 1094/22/FUL

Proposal: Existing dwelling and detached garage replaced with two proposed dwellings

Site Address: Garden Cottage, Ivybridge, PL21 0LP

**Tree Preservation Order:**

In pursuance of its powers under the above mentioned Act and Regulations, the South Hams District Council Hereby GRANT EXEMPTION for the operations detailed below:

Application No: 1379/22/TEX

Proposed works: Beech - Fell due to being dead on 5 day notice; Oak - Fell due to being dead on 5 day notice

Location: Strode Cottage, Strode, PL21 0LY

**Planning Decisions:**

APPLICATION NUMBER: 0157/22/VAR Ermington

DECISION: Conditional Approval

APPLICATION NUMBER: 2486/21/FUL Ermington

DECISION: Conditional Approval

APPLICATION NUMBER: 0056/22/FUL Ermington

DECISION: Conditional Approval

APPLICATION NUMBER: 0320/22/VAR Ermington

DECISION: Conditional Approval

APPLICATION NUMBER: 1379/22/TEX Ermington

DECISION: Tree Works Allowed

APPLICATION NUMBER: 3510/21/FUL Ermington

DECISION: Conditional Approval

**Planning Applications Withdrawn:**

APPLICATION NUMBER: 0089/22/FUL 220089

DECISION: Withdrawn

APPLICATION NUMBER: 4505/21/HHO 214505

DECISION: Withdrawn

15. Finance

i) To note bank balances – Business Account as at 11 April 2022 – £45,925.74  
Treasurers Account as at 14 April 2022 - £75,316.26

ii) Receipt – Bank Interest (Business Account) 11/04/2022 - £0.42

15. Finance (continued)

iii) Payments – resolve to make the following payments:

Description	Gross	VAT	Net
Parish Clerk – April 2022 salary	£645.45	-	-
Reimbursement to Clerk for 16 x 2 <sup>nd</sup> Class	£10.88	-	-
Reimbursement to Cllr Ian Creese - push button lock for top door of Reading Rooms	£80.00	-	-
Devon Communities Together – annual membership	£50.00	-	-
Penny Clapham – Internal Auditor (audit of accounts on 27 April 2022)	£64.95	-	-
eDF – Devon Air Ambulance Lights, Playing Field = 25 January – 26 April 2022	£24.15	£1.15	£23.00
DB Computer – maintenance of website for April and May 2022	£60.00	-	-
The Community Heartbeat Trust	£126.00		
Zurich Municipal Insurance	£806.54		

(iv) Grant Request(s) – None

(v) To approve the Financial Statement and Earmarked Reserves

(vi) Review spend against budget 2022/2023 to date

(vii) Internal Audit - to receive the Internal Auditor's Report

(viii) To approve End of Year Accounts 2021/2022

(ix) To confirm the dates for the period for the exercise of public rights = 14 June – 23 July 2022 (The inspection period must be 30 working days inclusive and must include the first 10 working days of July)

16. Annual Governance & Accountability Return Section 1 2021/2022 - to approve and sign document

17. Annual Governance & Accountability Return Section 2 2021/2022 - to approve and sign document

18. Review Parish Council's register of assets

19. Approve Assets policy

20. Reports on allocated areas of responsibility:

- a) Church Liaison = **Cllr Owens**
- b) Ermington Park
- c) Climate Change and Biodiversity = **Cllr Onley**
- d) Road Warden Scheme = **Cllr Creese**
- e) Assessment of Parish Footpaths = **Cllr Owens**  
Footpath from Higher Keaton to Fernham = **Cllr Owens**

21. Correspondence to note

22. To confirm date of the next Parish Council Meeting to be held in the Reading Rooms

*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 ask that anybody intending to record the meeting, inform the Chair prior to the meeting. The Parish Council meetings may be recorded by the Clerk.*

**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/Ivybridge/Overview>

or the contact form: <https://www.devon-cornwall.police.uk/your-area/teams/Ivybridge/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>