

# MARLDON PARISH COUNCIL

The Annual Meeting of Marldon Parish Council will be held on  
**13th May 2025 in the Village Hall , Marldon at 7pm**

All members are summoned to attend for the purpose of transacting the following business . Members of the Public and Press are welcome to attend

PLEASE ADVISE THE CLERK IF YOU ARE RECORDING THE MEETING

*Karen Gilbert.*

Karen Gilbert - Clerk to the Council

## AGENDA

1. Election of Chair / Vice Chair and acceptance of Office
2. **Apologies** - To receive and approve apologies for absence
3. **Declaration of Interests** - In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. 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. **To approve any dispensation requests.**

### **The Council will adjourn for the following business**

5 **PUBLIC PARTICIPATION** - A maximum period of 30 Minutes will be allowed for members of the Public to ask questions or make any brief comment regarding the work of the Council or items on the agenda

A reminder that members of the public are not allowed to raise issues when Council is in committee.

**6 To note/receive County and District Councillor reports**

### **The Council will convene to conduct the following business**

7 To consider & approve the minutes of the Full Council meeting held on 8th April 2025 and the Minutes to the Annual Parish Meeting held on 16th April 2025

### **8. Planning matters**

a) To consider the following - and , if appropriate , any appearing online after production of this agenda **PLEASE ALSO CHECK SHDC PLANNING WEBPAGE**

<b><u>1224/25/ HHO</u></b>	14 Moorview Marldon TQ3 1PL	Householder application for roof space conversion & side flat roof dormers
<b><u>1025/25/ HHO</u></b>	Trelawne y Five Lanes Road Marldon TQ3 1NQ	Householder application for alterations to existing dwelling inc first floor extension & second storey side extensions

- b) To note the progress of the MUGA application for certificate of lawfulness
- c) To consider consultation on BT proposal to remove public phone service from Compton

## **9. Parish Council Admin**

To confirm meeting dates , times and venues for 2024/ 2025

To consider the introduction of a Finance Committee , frequency meetings & membership ( 5 cllrs )

To confirm individual responsibility for following + any additional roles

- a) Snow warden
- b) Personnel matters
- c) Parish Paths
- d) Emergency planning
- e) Trees
- f) Noticeboards
- g) Playground
- h) Website
- i) Open spaces
- j) Allotments
- k) Churchyard
- l) Benches
- m) Social media
- n) Defib/bleed kit checks
- o) Highways

To agree to re-adopt following documents / procedures and Policies

- a) Standing Orders
- b) Financial regulations
- c) Complaints Policy
- d) Public participation Policy
- e) Privacy Policy
- f) Data Protection Policy
- g) Document retention Policy
- h) Asset Register Policy
- i) Internal Control Statement
- j) Risk Assessment Open Spaces
- k) Co-option Policy

To agree representatives to outside bodies

- a) TRAYE
- b) Village Hall
- c) Composting group

To agree to form a working party to consider updated versions of standing orders / financial regs and risk assessments

To agree to continue to receive agendas by email

## **10. Financial matters**

- a) To approve cheques for payment
- b) To note the Internal Auditor's Report and recommendations
- c) To consider & approve Parish Council Accounts y/e 31/3/25

- d) To consider/ agree Annual statement of Governance y/e 31/3/25
- e) To consider & approve Statements on Annual return y/e 31/3/25

#### **11. GARDEN OF REST**

- a) Update and to note the opening ceremony on 31st May 2025
- b) To confirm a liaison group for Burials / info

#### **12. Clerks report inc update on allotments**

#### **13. Councillor reports for information inc**

- a) WAM
- b) MEG. To receive a report
- c) Compton report
- d) Police Advocate report
- e) TRAYE
- f) Defibrillators / Bleed kits

#### **14. Open spaces**

- a) To agree to use of Jubilee Meadow and Tor field in connection with Apple Pie Fair
- b) To receive , consider and approve if appropriate a licence for the Cricket Club re use of Jubilee Meadow
- c) To note the recent inspection of the rock face behind the Village Hall

#### **15. Playground**

- a) To receive a report on the Playground

#### **16 Highways.**

- a) Update on VAS

#### **17 DATE OF NEXT MEETING. 11th June 2025**

### **IF REQUIRED**

#### **18. Exclusion of Press and Public**

The Council is invited to RESOLVE that in accordance with Paragraph 1 (2) of The Public Bodies. (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the agenda item 19 owing to the confidential nature of the business to be transacted and that the public interest would not be served in disclosing that information.

### **PART TWO**

#### **19. Confidential matters - Clerk's hours**

Karen Gilbert , Clerk. 7th May 2025 email. [clerk.rfo@marldonparishcouncil.gov.uk](mailto:clerk.rfo@marldonparishcouncil.gov.uk)  
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