

# SOUTH MILTON PARISH COUNCIL

## ANNUAL MEETING OF THE PARISH COUNCIL

Venue:	South Milton Village Hall
Date:	Monday 27 <sup>th</sup> May 2024
Time:	7.30pm

Councillors, I hereby give you notice that the next **Meeting of the Parish Council** will be held at South Milton Village Hall at the date and time above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below. Dated this 20<sup>th</sup> May 2024

To: All Members of the Council cc: SHDC Ward Councillors & County Cllr Rufus Gilbert

### **BUSINESS TO BE TRANSACTED**

1. **ELECTION OF CHAIRMAN & CHAIRMAN ACCEPTANCE OF OFFICE** followed by **ELECTION OF VICE CHAIRMAN**
2. Welcome & Apologies
3. **PARISHIONERS OPEN FORUM** (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders)  
**During the Public Open Forum:** Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response at a later date.  
**After the Public Open Forum:** Members of the public are asked to respect the fact that it is a meeting to conduct council business and participation during the remainder of the meeting is not permitted without the express consent of the Chairman.  
**TO RECEIVE REPORTS FROM:**  
**DEVON COUNTY COUNCIL:** Lane End signage replacement/ponding and bus stop,  
**SOUTH HAMS DISTRICT COUNCIL:** Car Park update
4. **APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES** - Representatives on External Bodies - Agreement of Clerk's mandate of Responsible Financial Officer
5. **CONSENT TO RECEIVING AGENDAS & DOCUMENTATION BY EMAIL.**
6. **REVIEW & ACCEPTANCE OF NO CHANGE KEY POLICIES AND PROCEDURES**
7. **DECLARATIONS OF INTEREST/AMENDMENTS TO THE REGISTER**
8. **MINUTES OF PREVIOUS PARISH COUNCIL MEETING:**
9. **CLERKS REPORT:** Defibrillator Training, Road Warden Update, Bank Account, Damaged Road sign W231681186, Lane End Vegetation W241750118 & W241750974, Lane End Ponding W241716912 Jetter Requirement, Burial Ground Communications, A381 Bus Stop Kingsbridge to Salcombe, King Charles Portrait. **Communications:** Devon Home Choice Properties, How to claim for car damage from Devon County Council, National Trust Information Session, South Devon Grassland Survey Project 2024, Rogue Traders.
10. **PLANNING, NEIGHBOURHOOD PLAN & ENFORCEMENT –**
  - a. **RATIFICATION:** 1170/24/LBC, Higher Sutton, South Milton, proposed garden & Landscaping works 23/5 **SUPPORT.**
  - b. Local Planning: Wakeham Farm & Dairy Site
11. **BUSINESS TO BE DISCUSSED:**
  - a. To ratify an agreement to spend £500 regarding works to the war memorial.
  - b. To discuss an offer of voluntary assistance for works/events within the parish.
  - c. To discuss the National Trust Car Park site following issues with poor parking impacting the area.
  - d. To agree a three year long term agreement with regards to insurance provision.
  - e. Burial Ground Update including ground maintenance review.
  - f. To note/review the Housing Needs Analysis provided by South Hams District Council.
  - g. South West Water Update.
12. **FINANCE & GOVERNANCE: Receipts & Payments – Month 2**  
**Accounts to pay:** £500 War Memorial Works, Community First £209.08  
**Monthly Payments:** Clerks Salary including HMRC, Monthly bank charge £8, Hall Hire £20, Hugo Fox £11.99  
**Governance**
  - a. Year-end governance/reviews/audits & Internal Review.
  - b. Intermediate review & Exemption Certificate.
  - c. To approve delegated authority to the Parish Clerk & Responsible Financial Officer.
  - d. To approve hours of work for the Parish Clerk & Responsible Financial Officer.

**NEXT MEETINGS:** 24<sup>th</sup> Jun, 22<sup>nd</sup> Jul, 23<sup>rd</sup> Sept, 28<sup>th</sup> Oct, 25<sup>th</sup> Nov, 7.30pm, South Milton Village Hall.

Signed: *Katharine Harrod*  
Clerk to South Milton Parish Council

*Contacts: Chairman: Cllr Paul Booker, [paul.booker@hotmail.co.uk](mailto:paul.booker@hotmail.co.uk)  
Clerk: (Mrs) Katharine Harrod, tel: 07704 941150, [south.milton@gmail.com](mailto:south.milton@gmail.com)*