

Merton Parish Council

Clerks details: Alice Turner 01837 83484 / clerk.mertonparishcouncildevon@gmail.com
www.mertondevon.com

Notice is hereby given that an Extra-Ordinary meeting of Merton Parish Council will take place on Monday 26th April 2021 at 7:30pm via Zoom.

This meeting is being held virtually in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

All Councillors are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

All members of the public are welcome to attend. If you wish to speak during Public Speaking please inform the Clerk via the chat function/verbally when admitted to the room.

Login Information:

[Click Here to Join the Meeting](#)

www.zoom.us Meeting ID: 886 1247 0418 Passcode: 234340

Attend by phone: +353 1 653 3895 Ireland (Fees may apply). Find your local number:

<https://us02web.zoom.us/j/kw9K4aeed> (Meeting ID & Passcode as above)

The virtual meeting room will be open from 7.15pm.

Please note that the meeting is recorded by the Clerk to facilitate the taking of minutes, recording will begin when the Chair formally opens the meeting (agenda item 1.4.21)

AGENDA

1.4.21 Welcome:

Chair to open meeting and explain how the meeting will work, including a reminder that the meeting is recorded by the Clerk to assist in the preparation of the minutes.

2.4.21 Apologies for absence:

Resolution required to approve apologies (with reasons) made to the Clerk prior to the meeting.

3.4.21 Minutes of the Last Meeting:

Cllrs to consider the approval of the Minutes of the following virtual meetings held:

- a) Monday 11th January 2021.
- b) Monday 8th March 2021.

4.4.21 Co-option Vacancy – Cllrs to consider candidate(s).

5.4.21 Declarations of Interest:

Councillors are invited to declare any interests they may have in any items to be considered at this meeting, including the nature of the interest. They are also reminded to consider whether in the light of recent activities any items within their Register of Interests should be updated.

6.4.21 Public Speaking Time:

Members of the public are invited to speak on issues on this Agenda, raise issues for future consideration, or other matters which the council has some control over during this item on the Agenda. Members of the public may not speak during other items of Parish Council business unless invited to do so at the chair's discretion.

7.4.21 District / County Councillors & Police Reports.

- a) County Cllr Andrew Saywell
- b) District Cllr Richard Wiseman
- c) Police report - FPCSO Brown

8.4.21 Year end documents. (Clerk)

- a) To receive Internal Audit report for financial year 2020-21.
- b) To approve Certificate of Exemption from External Audit for the 2020-2021 year.
- c) To complete and approve Annual Governance Statement 2020-21.
- d) To approve Annual Accounting Statement 2020-21 & supporting documents.
- e) To approve dates for Exercise of Public rights. (Wednesday 2nd June to Thursday 15th July 2021 inclusive)

See Agenda Support Document for Items: 8.4.21 b) to d) inclusive. Item 8.4.21 a) is marked as “8.4.21 a) Internal Auditors report 2020-21”.

9.4.21 Governance Documents & Policies

Cllrs to consider/review the following documents (available from the Clerk):

- a) MPC 022 Reserves Policy V1.0 – New Policy.
- b) MPC 014 Data Protection Policy V1.0 R2
- c) MPC 015 Health & Safety V1.0 R2
- d) MPC 016 Lone worker Policy V1.0 R2
- e) MPC 017 Cllr Emails and Own Device Policy V1.0 R2
- f) MPC 018 Removable Media Policy V1.0 R2

10.4.21 Current & New Business:

- a) Update on Flowerbed in Square including replanting scheme (Cllr Papworth)
- b) Traffic & Highways Concerns (Chair)
- c) Drainage Issues with the Square - Update (Chair/Cllr Scantlebury)
- d) Extension of Double Yellow lines (Chair)
- e) Village Maintenance (Cllr Stacey)
- f) To consider report that Bus shelter requires sweeping out. (Cllr Stacey)
- g) Consideration of participation in Spring Clean (Chair) (See Agenda Support Document)

11.4.21 Clerks reports:

- a) Annual inspection of the Play equipment – report received. (See Agenda Support Document)

Cllrs to consider authorising Clerk to arrange for remedial works to be carried out.

- b) Consideration of creation of Resilience Plan.

12.4.21 Cllr reports and Items for future agendas:

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future Agendas.

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

13.4.21 Finance: (Clerk).

- a) To receive and approve financial schedule of payments as presented at the Meeting.

14.4.21 Confirmation of next meeting date:

The Annual Parish Council Meeting held on Tuesday the 4th of May 7.30pm via Zoom.

Steve Papworth
Cllr Steve Papworth – Chair
Publication date: 20th April 2021.