

Merton Parish Council.

Clerk: Alice Turner, Rowans, Kings Farm Lane, Winkleigh, EX19 8HF / 01837 83484
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Notice is hereby given that a meeting of the Council will take place on Monday 12th July 2021 at 7:30pm at the Clinton Hall, Merton.

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.

Covid-19 Safety Protocol:

- Please do not attend the meeting until you have sought advice from NHS 111 and have been told it is safe to attend this meeting if, you or someone in your household/or have been in close contact within the last 14 days has: a high temperature, a new continuous cough, have tested positive for Covid-19, been out of the Country.
- Please ensure that social distancing is maintained at all times.
- Face coverings must be worn when entering and leaving the building (unless exempt).
- Please use the hand sanitiser provided when entering & exiting the building.
- All members of the public are asked to remain seated while attending the meeting.
- Cllrs will be able to enter from 7.05pm with the public being admitted from 7.20pm.

An audio recording will be taken from 1.7.21 onwards to assist with taking the Minutes.

AGENDA

1.7.21 Welcome:

Chair of the Council to open the meeting & remind everyone that the Clerk is taking an audio recording to aid with taking the minutes, the recording will be deleted once the draft minutes are published.

2.7.21 Apologies for absence:

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

3.7.21 Minutes of the Last Meeting: [Draft minutes can be found on the website.](#)

Cllrs to consider the approval of the Minutes of the virtual Annual Council meeting held on Tuesday 4th May 2021.

4.7.21 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.

5.7.21 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.

6.7.21 District / County Councillors & Police Reports.

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

7.7.21 Governance Documents & Policies

[To consider approval of the following documents \(available on the website\):](#)

- a) MPC 003 Financial Regulations V3.0 – New Version.
- b) MPC 019 Internal Audit Policy V1 R2
- c) MPC 020 Disciplinary Procedure V1 R2
- d) MPC 021 Training Policy V1 R2

8.7.21 Current Business:

- a) Update on Flowerbed in Square (Chair)
- b) Traffic & Highways Concerns (Chair)
- c) Update on street name signs (Chair/Clerk)
- d) Consideration of ¼ contribution to Clerk's attendance on the following Virtual SLCC Training webinars: Regional Training seminar £13.50 inc VAT, WordPress website £9 inc. VAT, Code of Conduct £9 inc. VAT & Operation London Bridge - Cost to the Council, £9 inc. VAT – **Total cost to the Council £40.50.** Also consideration of Clerks undertaking the following E-Learning Courses: Health and safety essentials, Information Security essentials & Freedom of Information, total cost of £42 plus VAT – cost shared with Clerks other Councils (**£10.50 plus VAT per Council**) (Chair)
(Power to Spend: LGA 1972 S.111 / Funding Source: Staff Costs/Training)
- e) Play Area Maintenance to include discussion on damaged equipment and request for industrial clean of equipment. (Chair/Clerk)
- f) Drainage Issues with the Square (Cllr Scantlebury)
- g) Provision of bin with cigarette section for bus stop (Clerk)
(Power to Spend: Litter Act 1983 SS.5-6 / Funding Source: Assets/Purchases)
- e) Parishioner concerns regarding bar at Clinton Hall. (Chair)

9.7.21 Clerks reports:

- a) Reminder Clerks Annual Leave 24/7/21 to 8/8/21 inclusive (2 weeks)
- b) Reminder: exercise of public rights runs until the 15th of July.

10.7.21 Cllr reports and Items for future agendas:

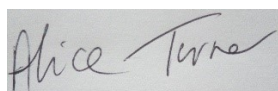
Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future Agendas.
Cllrs are respectfully reminded that this is not an opportunity for debate or decision making.

11.7.21 Finance: Clerk to present documents for this item at the Meeting.

- a) To approve financial schedule of payments as presented by the Clerk.
- b) To receive 1st quarter budget report.

12.7.21 Confirmation of next meeting date:

The next meeting of the council will be on Monday 13th September 2021 at 7.30pm at the Clinton Hall, Merton.



Alice Turner – Proper Officer

Publication date: 7th July 2021