

Merton Parish Council

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Minutes of the Parish Council meeting held on Tuesday 27th May 2025 at 7.30pm at The Clinton Hall.

Cllrs. Present: Cllr. Littleales (Chair) Cllr. McLaughlan (Vice) Cllr. Papworth, Cllr. Kops, Cllr. Nancekivell

Also present: Kerry Littleales - Clerk

Business Transacted

1. Welcome:

Chair to open meeting and inform the meeting that a recording is taking place to assist in the preparation of minutes, the recording will be deleted once the minutes have been approved.

2. Apologies for absence:

Resolution to approve apologies (with reasons) made to the Clerk prior to the meeting. Cllr. Dilley had sent in an e mail prior to the meeting apologising due to ill health that was not seen until after the meeting.

3. Declarations of Interest:

Cllrs to declare any interests they may have in items on this agenda, including the nature of the interest. Cllrs are reminded of their responsibility to keep their register of Interests updated.

Cllr. Papworth declared that he has an interest on the Church Grant application as he sits on the Churchyard Committee.

5. Public Speaking Time:

Members of the public are invited to speak on issues on this Agenda, or on other matters which the council has some control over, Members of the public may not speak during other items of Parish Council business.

No public present.

6. Current and New Business:

j) Co-option of Mr Ben Tagg as councillor – Proposed Cllr. Littleales, Seconded Cllr. Kops. All in favour – resolved.

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Signed as a correct record 

ii) Letter from Rev. Martin Warren re funding for church wall – for notice only to councillors – a Grant funding form has been sent to Rev. Warren.

7. Certificate of Exemption – to resolve to approve the Certificate of Exemption – Proposed Cllr. Papworth, seconded Cllr. Kops – carried and resolved.

8. Annual Internal Audit Report – completed in May – to resolve to accept this report and any pursue any recommendations. Cllrs. read Penny Clapham's supplementary report and agreed to pursue a two signature authorisation for bank payments and Cllr. Kops and Cllr. Papworth agreed to become these signatories. The Earmarked reserves recommendations to be looked at at our next meeting when this matter is scheduled anyway. Proposed to accept Audit report and supplementary recommendations - Cllr. Kops, Seconded Cllr. Littleales. Carried and resolved.

9. Annual Governance statement – circulated to councillors – to resolve to agree and sign this. The Annual Governance Statement (Section 1) was read out at the meeting and each item was agreed and ticked 'Yes' Prop Cllrs. Kops, seconded Cllr. Nancekivell. Carried and resolved.

Accounting statements for 2024/25 were read out and explained. Proposed to accept these accounts – Cllr. Kops seconded Cllr. Nancekivell. Carried and resolved.

10. End of Year Bank reconciliation and Explanation of Variances - to be noted.

Duly Noted

12. Notice of Public Rights and Publication of Council's accounts – to resolve to agree the dates of publication from 3rd June to 14th July 2025, thus including the first 14 days of July as required by law. – Proposed Cllr. Littleales, Seconded Cllr. McLaughlan. Carried and resolved.

13. Planning

Re: 1/0691/2024/FUL Taw And Torridge Coaches

Cllrs. agreed to simply remind planning of their previous submission on this planning.

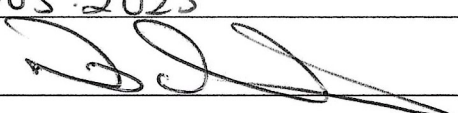
Review of policies

i)) Risk assessment -policy review – sent to Cllrs. prior to meeting. Cllrs agreed to return this policy to the next meeting when it and the Financial Regulations should be further discussed and amended if required.

Cllr reports and Items for future agendas

Nothing to note

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Confirmation of next meeting date: Tuesday 15th July 7.30pm at the Clinton Hall

E mails for information circulated prior to the meeting.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

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Signed as a correct record _____