

Sparkwell Parish Council

04th July 2023

Dear Councillor

NOTICE IS HEREBY GIVEN that the Parish Council Meeting at which your attendance is summoned, will be held in **Sparkwell Parish Hall** on **Tuesday 11th July 2023** at **7.00pm**. To transact the business specified in the Agenda below.

Part 1 (Open to the Public)

- 1 Apologies for Absence** – to receive any apologies for absence
- 2 Agreement of the Agenda between Parts I and II**
- 3 Declarations of Interest** - to declare any disclosable interests relating to the forthcoming items of business (if any)
- 4 Declaration of Acceptance** – Cllr Nicholson to sign Declaration of Acceptance
- 5 County Councillor's Business** – to receive a report from the County Councillor
- 6 District Councillors' Business** – to receive a report from the District Councillor
- 7 Public Forum** – to consider questions from public
- 8 Hemerdon Mine** – update
- 9 Planning** – update from Cllr Lee

Planning applications received after agenda publication may also be considered at the meeting.

- a. [Planning Application Ref: 1493/23/VAR](#) Comments ASAP
Applicant Name: Mr Patrick O'Connell – JJP Investments Ltd
Description: Application for variation of condition 9 (foul drainage) of planning consent 4597/21/FUL
Location: Lee Mill Woollens, Lee Mill Bridge, PL21 9EE
- b. [Planning Application Ref: 1645/23/FUL](#) Comments by 26th July 2023
Applicant Name: Mr Paul Cleeland-Smith
Description: Conversion of outbuilding into residential accommodation
Location: Ploughlands, Hemerdon, PL7 5BT
- c. [Planning Application Ref: 1647/23/HHO](#) Comments by 18th July 2023
Applicant Name: Daniel & Kelly Palmer
Description: Householder application for demolition of existing single storey

kitchen & utility room, replacement with two storey side extension.
Demolition of existing garages to create new two storey garage,
reconfiguration of existing entrance door with addition of new porch roof &
associated landscape works.

Location: Lowdamoor, Hemerdon, PL7 5BU

- d. [Planning Application Ref: 1662/23/HHO](#) Comments by 20th July 2023
Applicant Name: Mr M. Owen & Miss Z. Spink
Description: Householder application for rear first floor flat roof extension
including internal alterations
Location: 11 Birchland Road, Sparkwell, PL7 5DN
- e. [Planning Application Ref: 1906/23/HHO](#) Comments by 28th July 2023
Applicant Name: Mr Tallon
Description: Householder application for extension to south elevation
Location: The Granary, Elfordleigh Farm, Plympton, Plymouth, PL7 5EB

10 Minutes

- a. to approve and sign the minutes of the meeting held on Tuesday 13th June 2023 at Hemerdon Village Hall (circulated)

11 Climate Change and Biodiversity – update from Cllr Hutton Fellowes

12 Road & Snow Warden – including any Traffic issues

13 Tree Warden – update from Cllr May

14 Parish Assets (Bus Shelters, Benches, etc) – discuss any updates from Cllrs

15 Chairman's Business – any competent business approved by the Chairman

16 Correspondence - Clerk to report on any correspondence received since the date of the last meeting and to decide any action as necessary.

17 Finance

- a. To consider budget analysis report and bank reconciliation for July 2023 (circulated).

18 Payments and Receipts – to report receipts and approve the payments list for July 2023

- a. Payments list (circulated)

19 Date of next meeting - To be held at **7pm on Tuesday 12th September 2023** at Hemerdon Village Hall

PART II

(Private)

Items which may be taken in the absence of the Public and Press on the grounds that Exempt Information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (Admission to meetings) Act 1960

20 Salaries and Expenses, July 2023

To receive and approve the monthly list of individual salary and expenses payments to staff.

Signed *Sophie Jones*

Sophie Jones, Clerk to Sparkwell Parish Council

Email : sparkwellclerk@gmail.com

<http://www.sparkwellparishcouncil.co.uk/>

Circulation list: All members of the Parish Council, County and District Councillors

For information – to be taken as read:

Declarations of Interest – In accordance with the Code of Conduct, members are invited 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 reminded that any change to their Declaration of Interests filed must be notified to the Clerk within 28 days of any such change.

The Freedom of Information Act 2000 deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.

The Data Protection Act 2018 precludes this Council from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public. Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available but individuals are protected.

Mobile telephones

Councillors and members of the public are requested to ensure that mobile phones are switched to 'silent' during the meeting to avoid disruption.

Recording

The meeting will be recorded, such recording to be destroyed after the Minutes have been completed.

Recording this meeting may be filmed or audio taped with the prior consent of the Chairman.

Public Participation

Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman.