

Sparkwell Parish Council

8th May 2024

Dear Councillor

NOTICE IS HEREBY GIVEN that the Parish Council Meeting at which your attendance is summoned, will be held in **Hemerdon Village Hall** on **Tuesday 14th May 2024 at 7.00pm**. To transact the business specified in the Agenda below.

Part 1 (Open to the Public)

Annual Parish Meeting

- 1 Election of Chair and Vice Chair**
- 2 Declaration of Acceptance of Office of Chair** – to sign declaration in presence of Clerk
- 3 Apologies for Absence** – to receive any apologies for absence

Parish Council Meeting

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

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

- a. [Planning Application Ref: 1008/24/HHO](#) Comments by 16th May 2024
Applicant Name: Mrs Nicola Fry
Description: Householder application for single and two storey side extensions and associated alterations and internal reconfiguration.
Location: 1 Moor View Cottages, Venton, PL7 5DR

- b. [Planning Application Ref: 0990/24/FUL](#) Comments by 23rd May 2024
Applicant Name: Mr Mike Timson
Description: Installation of a temporary Portakabin building to be used as additional office space for a period of 4 years.
Location: Vortok House, 3 Western Wood Way, Langage Business Park, Plympton PL7 5BG
- c. [Planning Application Ref: 1274/24/CLE](#) Comments by 17th May 2024
Applicant Name: Mr Steve Mitchell
Description: Certificate of lawfulness for existing use of annexe (The Old Snooker Room) as a self contained dwelling.
Location: Old Snooker Room, Little Moor, Plympton PL7 5AR
- d. [Planning Application Ref: 1260/24/CLE](#) Comments by 22nd May 2024
Applicant Name: Mrs Elizabeth Ford
Description: Certificate of lawfulness for existing occupation of dwellinghouse without compliance with condition No.4 of 8826/WB/1324/62 limiting its occupation to persons whose employment or latest employment is or was in agriculture
Location: Grey Gables, Sparkwell PL7 5DF
- e. [Planning Application Ref: 0996/24/FUL](#) Comments by 30th May 2024
Applicant Name: Mr Owen Nye
Description: Application for demolition of agricultural building & dwelling in lieu of an existing permission for a Class Q barn conversion and relocation of existing silo
Location: Development Site at Sx 597 618, Lee Mill
- f. APPEAL RE: Planning Application Ref 3621/23/PDM
Please see appeal notification letter distributed to Cllrs via email.

11 Minutes

- a. to approve and sign the minutes of the meeting held on Tuesday 16th April 2024 at Sparkwell Parish Hall (circulated)

12 Climate Change and Biodiversity – update from Cllr Hutton Fellowes

13 Parish Spring Clean – revisit Cllr Nicholson’s proposal for community clean up project

14 Road & Snow Warden – including any traffic issues

15 Tree Warden – update from Cllr May

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

- i. Asset of Community Value (The Treby Arms and Miners Arms)

17 Chairman’s Business – any competent business approved by the Chairman

- 18 Correspondence** - Clerk to report on any correspondence received since the date of the last meeting and to decide any action as necessary.
- 19 Finance**
- a. To consider budget analysis report and bank reconciliation for May 2024 (circulated).
- 20 Payments and Receipts** – to report receipts and approve the payments list for May 2024
- a. Payments list (circulated)
- 21 Date of next meeting** - To be held at **7pm on Tuesday 11th June 2024** at **Sparkwell Parish 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

22 Salaries and Expenses, May 2024

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.