

Buckland Monachorum Parish Council

Clerk: Mrs Kelly Johns, Gull's Cry, 1 Courtenay Road, TAVISTOCK, PL19 0EE

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(Tues to Thurs, 10.00am to 12.00pm - answer machine for calls outside these hours or if Clerk unavailable)

To: All Members of Buckland Monachorum Parish Council

You are summoned to attend the **ANNUAL MEETING** of **BUCKLAND MONACHORUM PARISH COUNCIL** to be held at **YELVERTON MEMORIAL HALL (COMMITTEE ROOM)** on **TUESDAY 22nd MAY 2018** at **7.00pm** for the purpose of transacting the business detailed below.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public and press are welcome to attend.

Members of the public are invited to make representations in writing to their local Councillor OR the Clerk OR in person prior to the commencement of the meeting proper.

Signed: K. Johns (Parish Clerk) Date: 17th May 2018

AGENDA

1. To elect a Chairman and to sign the 'Declaration of Acceptance of Office'
2. Apologies
3. To elect a Vice-chairman
4. Declaration of Interests and Register of Interests
5. Co-option of New Members to Council
6. Appointment of Members to serve on committees/sub-committees
7. Appointment of representatives to other organisations
8. To consider and approve the minutes of the Parish Council Meeting held on 24th Apr 2018
9. To consider and approve minutes of the Planning Committee meetings held on 24th April and 9th May 2018
10. To consider and approve the minutes and the recommendations therein of the Human Resources Committee meeting held on 9th May 2018
11. Planning applications and decisions (*Attached as Appendix 1*)
12. Finance (*report for circulation at meeting*): **a)** Receipts and payments **b)** Bank signatories **c)** Renewal of insurance
f) End of year accounts 2017/18 sign off:
 - a) To approve and sign the 2017/18 Accounts (in the form of the summary)
 - b) To approve and sign the supporting accounts notes
 - c) To approve and sign the bank reconciliation for submission with the Annual Return 2017/18
 - d) To consider, approve and sign the Annual Governance Statement (Section 1) of the Annual Return 2017/18
 - e) To complete, approve and sign the Accounting Statements (Section 2) of the Annual Return 2017/18
13. To agree procedure for recruiting a new Parish Clerk following the resignation of the current clerk.
14. To discuss naming of Yelverton Fair (SW)
15. To discuss and agree alteration to inscription on Victorian Water Trough
16. BMPC Communications (newsletters, social media, press articles)
17. General Purposes:
 - a) Cemetery: **i)** Interments and memorial work **iii)** Update on Pest Control
 - b) Play Park Inspections
 - c) To discuss additional areas of grass cutting (to include complaints about wildlife preservation) (SW)
18. Highway matters and reports of minor repairs
19. Parish paths (P3) and other footpath matters (Cllr Woollacott)
20. Update from working group set up to look at improving the content on BMPC's website
21. Communications from other agencies and correspondence
22. Items for the next agenda
23. **Future Meeting Dates:**

Wed 14 th Jun	Planning Committee meeting at 7.30pm at Milton Combe Village Hall
Tues 27 th Jun	Planning Committee meeting at 7.00pm at Yelverton War Memorial Hall (Committee Room) followed by a meeting of Full Council at 7.30pm

Buckland Monachorum Parish Council

Annual Parish Council Meeting Tues 22nd May 2018

Agenda Item 11

a) Planning Correspondence

b) Planning Applications:

DNPA 0167/18	Erection of front and rear single storey lean-to extensions at 8 Grange Road, Yelverton by Mr & Mrs A West.
DNPA 0227/18	Erection of side and rear extension at Penwood, Meavy Bourne, Yelverton by Mr S Cox.
DNPA 0226/18	Reconstruction of roof to accommodate bedroom, bathroom and study and changes to window locations and sizes at Ground floor level at Easter Cottage, Meavy Lane, Yelverton by Mr A Layland
WDBC 1302/18/HHO	Proposed garden room, roof dormers, flue, glazed balustrading to terrace and minor internal alterations at Tyler Tythy, Crapstone, PL20 7PF by Dr R Perry

b) Planning Decisions None to report