AVETON GIFFORD PARISH COUNCIL

PARISH COUNCIL MEETING

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AGENDA

Councillors are summoned to a meeting to be held on Thursday 13th August 2026 at 7:00pm in the Village Hall, Aveton Gifford for the purpose of transacting the business itemised below

1. **To receive and accept apologies for absence**
2. **To receive declarations of interest from Councillors relating to items on the Agenda**
3. **Open forum:** Public participation is limited to 30 minutes in total. Members of the public may make only one address to the Council of no more than five minutes' duration unless dispensation is given otherwise by the Chair. Members of the public wishing to address the Council are encouraged, where possible, to let the Clerk or Chair know prior to the meeting commencing.
4. **County Councillor's report:** To receive a report from the County Councillor
5. **District Councillor's report:** To receive a report from the District Councillor
6. **Minutes:** To approve the Minutes of the Council meeting held on 2nd July 2026
7. **Update on progress from the minutes (not arising elsewhere):** Clerk / Chair to report on progress of outstanding items which do not require further decision.
8. **Planning**
   a) **To receive a report from the Planning Committee meeting held on 3rd August 2026 regarding application:**
   Application Number: 1396/26/FUL
   Location: South Efford House, Bridge End, Aveton Gifford, Kingsbridge, TQ7 4NX
   Proposal: Conversion of existing C2 Care Home into 10 C3 residential dwellings
   Respond by: 20th August 2026
   Following the Planning Committee meeting, to consider and agree the wording of the Parish Council's response to the application.

   b) **Planning applications - to consider any new applications received from SHDC (applications received by Agenda publication are detailed below):**

   c) **To receive results of decided applications: (decisions received by Agenda publication are detailed below):**
   None received
9. **Parish Matters**
   a) **Play parks and playing field**
      - **Play park sand**: to receive an update on the cost of purchasing replacement sand and arrangements for its distribution; and to agree any further action and associated expenditure.
      - **Fencing at the underpass end of Parson's Green:** to receive an update on investigations into installing fencing within the hedgeline and agree any further action and associated expenditure.
      - **Wasp nest at Rectory Lawns:** to receive an update regarding the reported wasp nest at Rectory Lawns and the precautionary measures already taken and to consider whether any further action is required.
      - **Any other maintenance issues**

   b) **Parish-owned car parks:** Any other updates
   c) **Moorings:** Any other updates
   d) **Kayak storage at the Old Boat House** – to receive an update on the expired lease and Savills' request for the removal of kayaks from the building and to agree any further action.
10. **Events**
    a) **Car Show:**
       - To receive a report from the Car Show Committee meeting held on 5th August 2026 and to discuss any financial items that need authorising.
       - To authorise the RFO to withdraw a temporary cash float of up to £500 using the Council's SumUp card for the Car Show, with the float and all cash takings to be reconciled and banked intact as soon as reasonably practicable following the event, subject to approval of the amended Payment Card and Event Float Policy and Financial Regulation 10.1 in item 15(b) and 15(c) below.
       - To agree arrangements for compiling the Risk Assessment for the 2026 event..

    b) **Fireworks:**
       - To receive a report from the Fireworks Committee meeting held on 4th August 2026.
       - To consider the desired advertising reach for the event.

11. **Roads & footpaths**
    a) **DCC Road Warden Scheme** – to consider the request from Devon County Council for the Parish Council to appoint a Road Warden and to agree the Council's response to Cllr Louise Wainwright.
    b) **School parking safety:** To consider concerns raised regarding unsafe and inconsiderate parking on the double yellow lines opposite Aveton Gifford Primary School during drop-off and collection times following a reported near-miss involving a young child.
    c) **Parish Lengthsman employment arrangements** – to consider appointing the role on a zero-hours employment contract and to agree the rate of pay.
    d) **Any other updates**

12. **Community pool**
    a) **Pool budget update:** to receive an updated financial position for the community swimming pool and available reserves in light of a potential overspend on running costs; and to agree any necessary budget adjustments, spending controls or further action.
    b) **Any other updates**

13. **Tree warden**
    a) To receive the Tree Warden Report and decide upon any actions needed.
    b) To receive the Annual Tree Survey following completion in July by Phil Thomas Arboriculture
    c) To receive any updates

14. **Finance**
    a) **To receive the Finance Report for July**
    b) **To receive the 1st Quarter Quarterly Financial Report for 2026/27**
    c) **Invoices for payment and payments made –** to consider and approve invoices for payment and receive a report of any payments made.
    d) **Bulk Payments in Unity –** to review the service following one month's use.
    e) **Charge card limit –** to review the current £500 limit on the Clerk's charge card, in light of operational purchasing requirements and to consider approving an increased limit.
    f) **Internal audit arrangements –** to review the internal audit service provided for the 2025/26 financial year; to confirm the internal auditor's competence, independence and absence of any actual or perceived conflicts of interest; and to consider the quotation received and appointment of the internal auditor for the 2026/27 financial year.
    g) **Level Water Swoosh Fee funds**
    - To approve the allocation of £2,400 from the Level Water Swoosh contract fee to the Pool General Reserve.
    - To approve payment of £400 to The Hive Pre-School from the Level Water Swoosh contract, under Section 137 of the Local Government Act 1972.

    h) **Clerk Hours*:*** To consider and approve any overtime reported by the Clerk for July

15. **Governance**
    a) **Professional reference materials** – to consider and approve the purchase of the 14th edition of *Arnold-Baker on Local Council Administration* and the 2023 edition of the SLCC *Clerks' Manual*, as professional reference resources for the Clerk and Council, at a total cost not exceeding £200.96 including delivery.
    b) **Payment Card and Event Float Policy:** To review and adopt the revised Payment Card and Event Float Policy (previously called Direct Debit Card Policy)
    c) **Financial Regulations:** To consider and approve an amendment to Financial Regulation 10.1 to permit the withdrawal of temporary cash floats for authorised Council events**.**
    d) **Committee Terms of Reference:** Car Show and Fireworks Committees – to consider the membership and quorum requirements for the Car Show Committee and Fireworks Committee, in light of recent meetings being unable to meet the current requirement for two councillors to be present.

16. **Items for information or next agenda -** all items for the next agenda to be submitted to the Clerk by Wednesday 2nd September 2026

Next meeting Thursday 10th September 2026 at 7:00pm

Signed:

8 August 2026

Amy Clayton
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