



Chittlehamholt, Satterleigh and Warkleigh Parish Council

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Agenda of Parish Council Meeting on Monday, 20th May, 2019 in Chittlehamholt Village Hall at 7.30 p.m.

to be held immediately after the Annual Parish Council Meeting - 7.30 pm

Parishioners' Open Session – this session, which will be held prior to the start of Council business, provides parishioners with an opportunity to raise issues for the Council's attention.

1. **Apologies** – Cllr Andrew Coupe, Cllr Steve Wilkinson, Cllr Richard Edgell (DCC)
2. **Declarations of Interest and Dispensations**
3. **Reports**
 - a. **Police** - to receive a report on current issues.
 - b. **County Councillor** – to receive a report on current issues for Devon County Council (DDC).
4. **To receive and approve Minutes of the Meeting held on 29th April 2019** (circulated separately)
5. **To receive a report of the Annual Parish Meeting** (circulated separately)
6. **Maintenance of roads, footpaths etc.** to receive update and agree action (if any) on the following matters: (SW)
 - a. **Highway maintenance/verge ploughing** – in 2019/20
 - b. **Bridleways & footpaths**
 - c. **Progress with issues reported to Highways** (e.g. road repairs, hedge trimming, traffic calming etc.)
 - d. **Broken noticeboard** – Village car park – to consider arrangements for repair or renewal (AK)
7. **Control documents:**
 - **Subject Access Requests** – Policy and Process – to receive further draft (AC)
8. **Projects:**
 - a. **Safeguarding the Village Pub** – to receive an update and consider the way forward (Clerk)
 - b. **Warkleigh Telephone Box** – to approve revised sale & purchase agreement for Warkleigh Telephone Box (circulated separately).
9. **Planning - to receive and consider planning applications, correspondence and follow up issues**
 - a. **Greendown Farm - Planning Application 66435** for prior approval for change of use from agricultural building to 3 smaller and 1 larger dwelling house Class Q (A)(B) – to receive response to Council's comments (circulated separately)
 - b. **North Devon Council** – to note e-mail 29/04/19 providing an update on matters related to planning (circulated separately).

- c. **Hilltown Farm, Warkleigh – Application 66331** - to note Decision Notice approving the erection of replacement dwelling (circulated separately).
- d. **Land adjacent to Umberleigh Primary School – application 66344** – for the change of use of agricultural land to form community play area (circulated separately).
- e. **Warkleigh War Memorial, Cockrams Butt, Warkleigh**, - notification of listing assessment and invitation to comment (circulated separately).
- f. **Highbullen Hotel – application 66380** – extension to existing tea rooms/restaurant to provide ancillary service freezer space (circulated separately).

10. Finances

- **Current balance** – to be advised of the current balance (Clerk).

11. Matters Raised by Councillors - not included elsewhere in the agenda.

12. Training opportunities for Councillors/Clerk - to note routine DALC newsletters (circulated separately).

13. Correspondence and comments received

a. **North Devon Council:**

- i. **Code of Conduct training** – to receive details of training to be held on 4th June 2019 – 6.00 p.m. in the Barum/Combe room, Brynsworthy Environment Centre, Barnstaple (circulated separately).
 - ii. **Consultation on the Council’s Equality Strategy** – to receive invitation to comment (circulated separately).
- b. **Devon County Council** – to receive Devon Local Flood Risk Management Strategy Update - April 2019 Strategy Newsletter (circulated separately).
 - c. **Campaign to Protect Rural England** – to note the Devon's Best Churchyard Competition 2019 and that this email has been forwarded to the two local churches.
 - d. **Natural Devon - Get Involved in 2019!** – to receive e-mail regarding ‘2019 - Year of Green Action’ (circulated separately).
 - e. **Pot Holes – Warkleigh** - to note e-mail correspondence regarding this issue (circulated separately).
 - f. **Complaint** – to receive further correspondence related to current complaint (circulated separately).

14. Items for immediate release to local news outlets – to agree items to forward to news outlets.

15. Date of Next Meeting: Monday, 24th June 2019