



Chittlehamholt, Satterleigh and Warkleigh Parish Council

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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.

Agenda of Parish Council Meeting on Monday, 30th March, 2020 in Chittlehamholt Village Hall at 7.30 p.m.

(to be held immediately after the Parishioner's Open Session)

1. **Apologies** - Cllr Andrew Coupe
2. **Declarations of Interest and Dispensations**
3. **Reports**
 - a. **Police** - to receive a report on current issues.
 - b. **District Councillor** – to receive a report on current issues for North Devon Council (NDC).
 - c. **County Councillor** – to receive a report on current issues for Devon County Council (DCC).
4. **To receive and approve the Minutes of the Meeting held on 24th February 2020** (*circulated separately*)
5. **To consider issues raised in the Parishioners' Open Session**
6. **Maintenance of roads, footpaths etc.** to receive update on the following matters: (SW)
 - a. **Highways maintenance/verge ploughing – 2020** – to progress phase/year 2 activity
 - b. **Progress with issues reported to Highways** (e.g. road repairs, hedge trimming, white lining).
 - c. **Launds Playing Field play equipment**
 - i. **RoSPA Inspection Report** to consider actions required as a result (*circulated separately*)
 - ii. **Closure of playground** – to consider any further action required as a result of Govt guidance related to COVID 19.
7. **Control documents:**
 - **Website** – to consider actions required (AC)
8. **Projects:**
 - a. **Exeter Inn – Asset of Community Value** – to receive response from NDC (*circulated separately*)
 - b. **Electric Car Charging point** – to further consider the way forward.
 - c. **Defibrillator** (SW)
 - **Satterleigh and Warkleigh defibrillator** – to provide update

9. Parish Plan (PP) (AK)

- **Revision to Parish Plan** - to receive and agree a recommended revision to the Parish Plan (dated 17 Feb 2020) (*circulated previously*).

10. Planning - to receive and consider planning applications, correspondence and follow up issues:

- a. **Great Shortridge Farm, Warkleigh – application 71198** – to reinstate dwelling (*circulated previously*)
- b. **Longwells Barn, Chittlehamholt - application – 71222** – for a lawful development certificate for an existing use of barn as one dwelling house – delegated decision (*circulated separately*).

11. Finances

- a. **Current balance** – to be advised of the current balance – as at 13th March 2020 - £8,587.40.
- b. **Bank reconciliation** – to 13th February 2020 (*circulated separately*).
- c. **Payments** – to approve payments as follows:
 - i. **Abbey Nameplates - £26.00** – sign for Launds Playing Field gate (*ref Minute 6/12/19bii*).
 - ii. **Imperative Training Ltd - £645.60** (incl. VAT of £107.60) – for defibrillator cabinet (*ref 2020/21 Budget line 27*).
 - iii. **Play Safety Ltd - £126.60** (incl. VAT of £21.10) for RoSPA inspection report and weekly checklist template (*Budget 2020/21 line 105*).

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

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

14. Correspondence and comments received

- a. **COVID 19 (Coronavirus)** – information related to advice, support and guidance has been circulated from a number of organisations, including DALC, DCC, NDC and Govt.
- b. **Fallen tree blocking footpath in Satterleigh** – to receive a parishioner's e-mail reporting this issue (*circulated separately*).
- c. **Climate & Environment Grants** from NDC delayed - to receive an e-mail from NDC advising that the fund would not open from 1st April 2020 (*circulated separately*).
- d. **Online live workshop regarding planning applications on 17 April 2020** – from NDC (*circulated separately*).
- e. **Local Bus Services – consultation** – to receive an e-mail from DCC related to a public consultation – for further details: <https://www.traveldevon.info/bus/dft-bus-funding-consultation-20-21/>
- f. **Operation London Bridge** – to receive an information request from NDC (*circulated separately*).

15. Items for immediate release to local news outlets – to consider items to share with news outlets.

16. Date of Next Meeting: future arrangements for meeting to be considered in view of the current restrictions due to COVID 19.