



Chittlehamholt, Satterleigh and Warkleigh Parish Council

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Chairman: Paul Blackwell

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Due to the current Government restrictions, the Council will not be holding meetings in a public venue until further notice. Should parishioners wish to raise any issue, they can do so by contacting the Chairman, Clerk, or any Councillor. Audio recordings of proceedings can be accessed at: <https://cswparish.org.uk/pc-meetings/council-meetings/19-past-meetings>. Some written reports may be provided to the Clerk for inclusion in the Minutes to keep discussion at virtual meetings focussed on key items. Should people wish to listen to proceedings they should contact the Clerk at least one day before a Council meeting.

Agenda of Parish Council Meeting on Monday, 28th September, 2020 Via Zoom – at 7.30 p.m.

1. Apologies

2. Declarations of Interest and Dispensations

3. Reports

- a. **Police** - to receive the Rural Affairs Newsletter dated 16th September 2020 (*circulated separately*)
- b. **North Devon District Council (NDC)/Devon County Council (DCC)** – to note that updates are provided by NDC and DCC during the current emergency situation in the absence of District and County Councillors' routine attendance at Council meetings. Significant items are included under 'correspondence'.

4. To receive and approve the Minutes of the Meeting held on 27th July 2020 (*circulated separately*)

5. To consider items raised by parishioners

- **Offer to renovate Chittlehamholt Telephone Kiosk** – to receive correspondence from a parishioner (*circulated separately*).

6. Maintenance of roads, footpaths etc. (SW)

- a. **Highways maintenance/verge ploughing – 2020** – to provide update on phase/year 2 activity,
- b. **Progress with issues reported to Highways** (e.g. road repairs, hedge trimming, white lining).
To note that any update will be included in the Minutes.

7. Control documents & impact of current restrictions:

- **Website** – to note action is required by 23rd September 2020 (AC)

8. Projects:

- a. **Electric Car Charging point** – to review situation (Chairman).
- b. **Noticeboards:**
 - i. Repair of board in Chittlehamholt village car park – to consider quotations (*circulated separately*) and next steps (Chairman).
 - ii. Repair of board at Hilltown Cross – to note that the repaired Noticeboard has been erected.
- c. **Launds Playing Field (SW)**
 - i. **Tree Planting**
 - ii. **Play equipment** – to confirm delivery of items to repair some play equipment and to consider next steps. (SW)
- d. **Exeter Inn** – to note that a decision by NDC regarding the Council’s application for an ACV is expected by 13th October 2020.

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

- i. **Earths Little Garden, Chittlehamholt – application 71788** – to receive e-mail response from NDC to the Council’s comments and Decision Notice to refuse the application (*circulated separately*).
- ii. **Little Shortridge Warkleigh – application 71198** – to receive Decision Notice to refuse the application (*circulated previously*).
- iii. **Presbury Farm, Chittlehamholt – application 781585** – to receive Decision Notice to approve application (*circulated previously*).
- iv. **Mole Cottage – application 71798** – for the rebuild of two existing chimney stacks using original materials **and application 71799** - Listed Building Consent for the foregoing works (*circulated separately*) *to note only*.
- v. **Historic Barns Head Barton, Kings Nympton – application 71846** - Listed Building Consent for conversion of redundant barns to form two residential dwellings, camping barn and associated parking (*circulated previously*) – *to note only*.
- vi. **Hawthorne Cottage, Chittlehamholt – application 71869** - for a lawful development certificate for proposed alterations & porch extension – Delegated Decision – *to note only*.
- vii. **Cleave Copse, Warkleigh – application 71841** – to receive Decision Notice to approve application (*circulated separately*).
- viii. **Drakes Farm, Chittlehamholt – application 71588** – to approve retrospective application for the erection of a sun room, occasional bedroom and decking to the rear of dwelling (*circulated separately*).
- ix. **Barn adjacent to Holtgate, Chittlehamholt – application 71957** – for change of use of land to create additional curtilage, installation of treatment plant and one flue – *to note only*.

10. Finances

- a. **Current balance** – to note current balance as at 15th September 2020 - £9,697.41. This includes £100 DCC grant (COVID 19) which is the balance of the £1,000 grant applied for by the Community Help Group and £250 NDC grant towards the cost of the Warkleigh defibrillator.
- b. **Insurance Renewal** – to note arrangements made for the renewal of the Council’s insurance, via Came and Company (*to be circulated separately*).

- c. **Payments - to note and retrospectively approve the following payments:**
 - i. **Sutcliffe Play South West - £273.88** (including VAT of £45.65) for the purchase in August of swing seat and hand holds/rubber bungs for rocking horse (*ref Minute 09/07/20*).
 - ii. **North Devon Council - £366.28** (including administrative charge of £7.72 of which £1.29 is VAT).
 - iii. **P.M. Wingrove - £50.00** (including VAT of £10.00) for the removal of moles from Launds Playing Field in March 2020.
- d. **Payment – to approve repayment of £100 balance of DCC £1,000 (COVID 19) grant to Chittlehamholt Village Shop** (*ref Minute 05/03/20b & 12/05/20c & 12/07/20d.*)

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. **‘Thank you’ from the Chairman of Chittlehamholt Village Shop** – to the Council and Cllr Wilkinson in particular for facilitating financial support to the Shop to cover expenses incurred due to COVID 19/supporting the Community Help Group (*circulated separately*).
- b. **Road Closure to complete SWW Utility works outside Hilltown Farm** – to receive notification of road closure between 25th November and 1st December 2020 (*circulated separately*)
- c. **Devon’s Updated Local Flood Risk Management Strategy** – to receive update (*circulated previously*).
- d. **Devon Solar Together Project** – to receive Briefing Note from Devon Climate Emergency related to solar panel group-buying scheme (*circulated previously*).
- e. **DALC** – to receive Newsletter No 40 related to holding remote meetings and public access (*circulated separately*).
- f. **Community Orchards Challenge Fund** – to receive Press Release from DCC (*circulated separately*).
- g. **Roadmap** – from Devon Highways regarding the removal of trees with Ash Dieback, (*circulated separately*).
- h. **Village Shop (Annual) Report** – to receive a report from Tim Baker, Chairman of the Chittlehamholt Village Shop reflecting on the Shop’s activity during 2019/20 (*circulated separately*).
- i. **Village Hall (Annual) Report** – to receive a report from Spence Seaman, Chair of the Chittlehamholt, Warkleigh and Satterleigh Village Hall Committee reflecting on the Hall’s activity during 2019/20 (*circulated separately*).

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

15. Date of Next Meeting: 26th October 2020