



# Chittlehamholt, Satterleigh and Warkleigh Parish Council

[www.cswparish.org.uk](http://www.cswparish.org.uk)

**Chairman:** Paul Blackwell

[paul.blackwell@cswparish.org.uk](mailto:paul.blackwell@cswparish.org.uk)

01769 540180

**Parish Clerk:** Linda Stapleton

[clerk@cswparish.org.uk](mailto:clerk@cswparish.org.uk)

In view of the Government's restrictions related to COVID 19, the Council has declared that it will be unable to hold meetings in a public venue until further notice. Should parishioners wish to raise an issue, they can do so by contacting the Chairman, Clerk, or any Councillor. However, the public are able to join virtual meetings to listen to proceedings and in order to do so, they should contact the Clerk at least one day before a Council meeting. Audio recordings of proceedings can be accessed at:  
<https://cswparish.org.uk/pc-meetings/council-meetings/19-past-meetings>

## Agenda of Parish Council Meeting on Monday, 11<sup>th</sup> January, 2021 Via Zoom – at 7.30 p.m.

### 1. Apologies

### 2. Declarations of Interest and Dispensations

### 3. Reports

- a. **Police** – to provide and update and receive the Annual Report from the Office of the Police and Crime Commissioner (SW).
- b. **North Devon District Council (NDC)/Devon County Council (DCC)** – to note that written updates provided by NDC and DCC are circulated separately whilst virtual Council meetings are taking place and District and County Councillors' are not always able to be present.

### 4. To receive and approve the Minutes of the Meeting held on 30<sup>th</sup> November 2020 (*circulated separately*)

### 5. To consider items raised by parishioners

- **Offer to renovate Chittlehamholt Telephone Kiosk** – to receive update if available (SW).

### 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).

### 7. Projects:

- a. **Electric Car Charging point** – to receive further details (DB).
- b. **Launds Playing Field**
  - i. **Re-open** – to confirm re-opening and to offer thanks to those involved (SW).
  - ii. **Weekly checks** – to receive a report on first checks undertaken (DB).

8. **Planning** - to receive and consider planning applications, correspondence and follow up issues.
  - a. **Class Q applications** – to receive a response from NDC (*circulated separately*) and to receive comments from Cllr Jenkins.
  - b. **Barn at Hill House Farm, Chittlehamholt – application 72456** – to note the Decision Notice approving change of use of an agricultural building to a dwelling house (*circulated separately*).
  - c. **Land adjacent to Deason Farm, Chittlehamholt - application 72618** – to receive notice for the erection of agricultural building – delegated decision (*circulated separately*).
9. **Finances**
  - a. **Current balance** – to report that the balance as at 15<sup>th</sup> December 2020 was £13,301.83.
  - b. **Payments - to formally approve the following payments:**
    - i. **Site Ground Hosting Ltd - £35.94** (which includes VAT of £5.99) for renewal of the Council’s domain registration for 2 years – repayment to Cllr Coupe.
    - ii. **Repayment of £250 COVID 19 Grant from DDC to the Chittlehamholt Village Shop** for costs incurred by the Community Help Group (*supporting paper circulated separately*).
10. **Matters Raised by Councillors – not included elsewhere**
  - **Parish Forum** – 16<sup>th</sup> December 2020 – to note items of interest (DB/SW)
11. **Training opportunities for Councillors/Clerk** - to note routine DALC newsletters (*circulated separately*).
12. **Items for immediate release to local news outlets** – to consider items to share with news outlets.
13. **Date of Next Meeting:** 22<sup>nd</sup> February 2021 and to approve the schedule of meetings for 2021 (*circulated separately*).