



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, 29th November 2021 in Chittlehamholt Village Hall at 7.30 p.m.

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

1. **Apologies**
2. **Declarations of Interest and Dispensations**
3. **Reports**
 - a. **Police** - to receive a report on current issues (SW).
 - b. **Devon County Council (Cllr Paul Henderson)/North Devon Council (Cllr Ray Jenkins)** – to receive any items of interest in addition to those routinely circulated by DCC/NDC.
4. **To receive and approve:**
 - **Minutes of the Parish Council Meeting held on 25th October 2021** *(circulated separately)*.
5. **To consider issues raised in the Parishioners' Open Session**
6. **Maintenance of roads, footpaths etc.** to receive update and agree action (if any) on the following matters: (SW)
 - a. **Highways maintenance/verge ploughing – 2021/22** – to provide update on phase/year 3.
 - b. **Progress with issues reported to Highways** (e.g. road repairs, hedge trimming, white lining).
 - c. **Winter Planning** – to consider/approve arrangements for gritting *(costs circulated separately)*.
7. **Projects**
 - a. **Launds**
 - i. **Weekly checks** – to consider issues arising during November (DB).
 - *December checks* – to note Cllr Kitchen to undertake weekly checks.
 - *January checks* – to note Cllr Neal to undertake weekly checks.
 - *Updated rota* – to note updated rota from January 2022 *(to be circulated)*
 - ii. **Grass Cutting** – to approve tenders for grass cutting for a 3-year period from 2022 *(circulated separately)* or consider alternative arrangements.
 - b. **Gazebo hire** – long term arrangements for storage (Clerk).
8. **Planning - to receive and consider planning applications, correspondence and follow up issues:**
 - a. **Highbullen Hotel – application 73265 – Decision Notice to approve** - reserved matters for the erection of 58 no holiday lodges pursuant to Condition 3 of Planning Permission 58603, also including information pursuant to planning conditions 5, 6, 7, 8, 9, 11 & 17 (outline planning permission 58603) (amended plans and documents) *(circulated previously)*.

- b. **Highbullen Hotel – application 73268 – Decision Notice to approve** - the approval of details in respect of discharge of conditions 8, 10, 13, 14 & 15 attached to planning permission 58603 (outline application for erection of 58 holiday lodges & 16 bed hotel extension (amended plans) (*circulated separately.*)
 - c. **Highbullen Hotel – application 73266 – Decision Notice to approve** – creation of internal access road (pursuant to application ref. 58603) (*circulated separately*)
 - d. **5 Taw View – application 74378** – for the erection of a garage (*circulated separately*)
 - e. **Fire Beacon Lane – application 74103** – demolition of existing barn and erection of replacement dwelling (to replace planning approval 70290) **Delegated Decision** (*circulated separately*) note: an extension for views has been agreed until 1st December.
 - f. **Head Barton, Kings Nympton –**
 - i. **Applications 74812 & 74813** - Approval of details in respect of discharge of condition 4 and approval of details in respect of discharge of conditions 5 (respectively). **Delegated Decision** (*circulated separately*).
 - ii. **Applications 71845 & 71846 – Decision Notice to approve** - Conversion of redundant barns to form two residential dwellings, camping barn and associated parking and Listed Building consent for the foregoing (respectively).
 - g. **Planning & Policy matters** – to note that the Council’s formal complaint has been acknowledged; to reflect on the meeting with Maria Bailey.
- 9. Finances**
- a. **Increase of hire charge for Village Hall** – to discuss increase with Spence Seaman, Chair, Village Hall Committee.
 - b. **Current balance** – as at 15th November 2021 is £9,140.80 including £750 grant from DCC for new gates to Launds.
 - c. **Budget/Precept for 2022/2023** - to consider/approve budget/Precept for 2022/23 (AK).
 - d. **Payment – to resolve payment of the following:**
 - i. **SiteGround Hosting Ltd (reimbursement to Cllr Coupe) - £604.37** (including £100.73 VAT) for 3-year hosting of the Council’s website (*ref Budget 2021/22 line 9/Minute 09/10/21 c*).
 - ii. **Cartridge People (reimbursement to Clerk) - £59.80** (including £9.96 VAT) for two printer cartridges (*ref Budget 2021/22 Line 5*).
- 10. Matters Raised by Councillors** - not included elsewhere in the agenda.
- 11. Training opportunities for Councillors/Clerk** - to note routine DALC newsletters (*circulated separately*).
- 12. Correspondence and comments received**
- a. **South West Heritage Trust** – requests for funds to support the North Devon Records Office during 2022/23 (*circulated separately*).
 - b. **John Hart, DCC briefing – 8th December** – for North Devon parish councils (*circulated separately*)
- 13. Date of Next Meeting: 10th January 2022** – proposed meeting dates for 2022 to be circulated.