



Chittlehamholt, Satterleigh and Warkleigh Parish Council

www.cswparish.org.uk

Chairman: Paul Blackwell

paul.blackwell@cswparish.org.uk

01769 540180

Parish Clerk: Linda Stapleton

clerk@cswparish.org.uk

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, 28th February 2022 in Chittlehamholt Village Hall at 7.30 p.m.

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

1. **Apologies** - Cllr Wilkinson
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.
 - **CDS Gainshare Project** – to receive an update *(circulated separately)*.
4. **To receive and approve:**
 - **Minutes of the Parish Council Meeting held on 10th January 2022** *(circulated separately)*.
5. **To consider issues raised in the Parishioners' Open Session/or via correspondence**
 - a. **Possible unauthorised activity** at Watergate Copse, Umberleigh– to receive correspondence from a parishioner *(circulated separately)*.
 - b. **Footpath stile missing/path blocked** at Satterleigh - to receive correspondence from a parishioner *(circulated separately)*.
 - c. **Queen's Jubilee – will the Council be planning an activity?** – to receive a query from Spence Seaman *(circulated separately)*.
6. **Maintenance of roads, footpaths etc.** to receive update and agree action (if any) on the following matters: (SW)
 - a. **Highways' maintenance/verge ploughing – 2022/23** – to provide update on phase/year 3.
 - b. **General issues regarding highways including progress with issues reported to Highways** (e.g. road damage, repairs, hedge trimming, white lining).
 - **Construction/large vehicle movement through village** *(e-mail correspondence exchanged separately)*.
 - c. **Snow route signs** – to receive a quotation *(to be circulated)*.
 - d. **Option of 20mph** – to consider pursuing this option *(circulated separately)* (DB).

7. Projects

- a. **Task & Finish Group** – to review and approve the Terms of Reference for a ‘Chittlehamholt Public Open Space Projects Task and Finish Group’ (DB).
- b. **Parish Plan** – to consider process for revisiting/updating plan (DB).
- c. **Launds**
 - i. **Weekly checks**
 - *January checks* – to report on any issues arising in December (AK).
 - *February checks* – to report on any issues arising in January (MN).
 - *March checks* – to note Cllr Blackwell will be undertaking weekly checks in March.
 - ii. **RoSPA inspection** – to note the inspection has been planned for March at a cost of £70 + VAT (*circulated separately*).

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

- a. **Higher Down Farm, Warkleigh – application 74686** – for the erection of a permanent agricultural worker dwelling (*circulated separately*).
- b. **Lowen Barn, Warkleigh – application 74704** – for the erection of a garage (*circulated separately*).
- c. **5 Taw View, Chittlehamholt – application 743789** – Decision Notice to refuse erection of garage (*circulated separately*).
- d. **5 Taw View, Chittlehamholt – application 74722** – for the erection of workshop & storage building with log store (*circulated separately*).
- e. **Complaint related to the implementation of planning policy** – to provide an update on NDC’s response (*circulated previously*).

9. Finances

- a. **Current balance** – as at 15th February 2022 was £7,934.15
- b. **Payment:**
 - **To resolve payment of ‘Grant’ to North Devon Record Office – £100 for ‘grant’ to the North Devon Record Office** (ref Minute 12/01/22b) – payable to South West Heritage Trust.
 - **To resolve payment to Henry Godfrey - £750 + VAT – for supply and fixing new gates to Launds Playing Field**

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

- a. **Litter workshop** – to receive a report from Cllr Wilkinson (*to be deferred in the absence of Cllr Wilkinson*).

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

12. Correspondence and comments received

- **CAB Donation request** – to receive correspondence from the Citizens Advice Torridge, North Mid and West Devon (*circulated separately*).

13. Date of Next Meeting: 28th March 2022.