



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, 28th March 2022 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 28th February 2022** *(circulated separately)*.
5. **To consider issues raised in the Parishioners' Open Session/or via correspondence**
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).
 - c. **Traffic calming measures** – to consider traffic calming measures.
 - d. **Closure of road for changes to foul drainage system** *(circulated separately)* (MN/SW)
7. **Projects**
 - a. **Public Open Space Projects (POSP) Task and Finish Group** – to note the first meeting has been arranged for 13th April 2022.
 - b. **Parish Plan** – to consider process for revisiting/updating plan (DB).
 - c. **Launds**
 - i. **Weekly checks**
 - *March checks* – to note any issues arising (PB).
 - *April checks* – to note Cllr Coupe will undertake checks in April.
 - ii. **RoSPA inspection** – to receive RoSPA Inspection Report for 2022 *(circulated separately)*.
8. **Planning - to receive and consider planning applications, correspondence and follow up issues:**
 - a. **Highbullen Hotel – application 74858 – Delegated Decision** - Approval of details in respect of discharge of condition 12 (location, siting and design of biogas tanks) attached to planning

permission 73265 (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) (*circulated separately*).

- b. **Highbullen Hotel – application 74856 – Delegated Decision** - Application for a non-material amendment to planning permission 73265 (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 & documents) in respect of the location of lodge nos. 8 and 16 and the alignment of the road in Valley View (*circulated separately*).
- c. **Lowen Barn Warkleigh UMBERLEIGH – application 74704 – Decision Notice** to approve erection of a garage (*circulated separately*).
- d. **Sunnymead, Chittlehamholt – application 74952 – Delegated Decision** - application for a Lawful Development Certificate for proposed siting of caravan/mobile home on existing residential amenity land for ancillary accommodation purposes (*circulated separately*).
- e. **5 Taw View, Chittlehamholt – application 74722 – Decision Notice** to refuse the erection of workshop & storage building with log store (*circulated separately*).
- f. **Complaint related to the implementation of planning policy** – to receive NDC response dated 4th March 2022 (*circulated previously*).

9. Finances

- a. **Current balance** – as at 15th March 2022 was £6,859.39.
- b. **Grant application** – to receive an application from the Village Hall, for a grant (between £250 and £500) towards the organisation of a community event to celebrate the Queen’s Jubilee (*circulated separately*).
- c. **Payment:**
 - i. **To resolve payment to DALC - £18.00 (including £3.00 VAT)** for Cllr Neal’s attendance at Good Councillor 3 training session (*ref Budget 2021/22 (11)*).
 - ii. **To resolve payment to Playsafety Ltd - £92.40 (including £15.40 VAT)** for 2022 RoSPA inspection report (*ref 2021/22 (6)*).

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. **CAB Donation request** – to receive correspondence from the Citizens Advice Torridge, North Mid and West Devon (*circulated separately*).
- b. **New Code of Conduct** – to receive notification of a new Code of Conduct and invitation to a training event by NDC (*circulated separately*).
- c. **Northern Devon Culture Strategy** - to receive an invitation from NDC to take part in the creation of a new Culture Strategy for Northern Devon (*circulated separately*).

13. Date of Next Meeting: 25th April 2022 – preceded by Annual Parish Meeting.