

**Report of the Annual Parish Meeting**  
**held on 25<sup>th</sup> April 2022 – Chittlehamholt Village Hall**  
**hosted by Chittlehamholt, Satterleigh and Warkleigh Parish Council (CSW)**  
*a video of this meeting is available via [www.cswparish.org.uk](http://www.cswparish.org.uk)*

**In attendance:**

Cllr Paul Blackwell	Chairman
Members of the public	8

**1. Introduction**

The Chairman opened the proceedings by taking the opportunity to convey his and local people's thoughts and prayers to the people of Ukraine.

Welcoming people to the meeting, he expressed his pleasure in being able to hold the meeting in public, after an absence of two years, now that the COVID 19 restrictions had been lifted.

Explaining the purpose of the meeting, the Chairman pointed out that although the Parish Council (Council) hosted the meeting, it was not a Council meeting where business was conducted, but an opportunity for parishioners to report on, or hear about activities that had taken place over the past year.

In his brief report, the Chairman confirmed that the Council had continued to work 'behind the scenes' for people living in the three parishes and looked forward to the following year. This would see:

- Exciting opportunities for collaboration between the Village Hall, Shop, local community and Council who would be charged with developing a plan to invest in the parish with the help of Section 106 monies available as a result of the Highbullen developments. This work would be taken forward through a Task & Finish Group overseen by the Council.
- A celebratory event for the Queen's Jubilee.
- The Annual Open Show celebrations organised after a two-year gap.
- Some challenges around the logistics related to Highbullen developments and the need to work closely with Highbullen around these and other issues affecting the parish.

He concluded his report by thanking councillors and the Clerk their hard work.

**2. Report from Community Shop**

On behalf of Tim Baker, Dave Ball, presented highlights from his written report about the Shop's activities over the past year. The full report is provided below.

*"The last 12 months have been a period of continuous assessment of the COVID regulations, with all the ups and downs of changing Government views; but little change in actual policy for retail outlets.*

*During May 2021 we thought that the easing of restrictions, which allowed holiday makers to stay in hotels and eat and drink inside our public houses, would help us re-open. Although we saw increasing levels of visitors in the village and Shop we were still in the position that we continued social distancing by not allowing customers inside the Shop as per during lockdowns.*

*We also had the disappointment of a break-in and significant damage to the Shop by ripping all the power and alarm control electrics from the wall along with the Internet line. However, Committee members made the necessary emergency repairs to allow the Shop to function. The shop was open for business as usual by lunchtime.*

*Although holiday makers arrived back in the village in June, the June and then July 'deadlines' for removing COVID restrictions came and went. The Shop continued to operate right through the Summer into the Autumn in a 'volunteer service' mode and we were well served with new recruits to the volunteer team.*

*Our annual meeting was held in November, for the second year by Zoom. This proved to be more successful than our 'physical' AGMs and allowed more shareholders to attend.*

*Christmas came and the annual draw was well supported with the winner having spent a sizeable chunk of the winnings just before his ticket was drawn – some people have all the luck!*

*With the arrival of COVID Omicron, the Shop Committee came to the conclusion that the COVID restrictions on retail shops were here to stay and that to enable the Shop to re-open for customers we had to invest significantly in the future.*

*So, in Jan 2022, Committee members installed an automated air ventilation system so that the Shop interior met the requirements for air changes directed by the Health and Safety Executive and that enabled the Shop to re-open to customers in February.*

*We celebrated this event with a short ceremony where Ron Thorne, our President, cut the ribbon to 're-open' the Shop.*

*Unfortunately, shortly after re-opening, we started to see the effects of the general price increases in the economy. We use many smaller, high-quality local suppliers who have little option but to pass on their cost increases and we continue to try to minimise the impact on customers.*

*However, that said, it was very rewarding to see the village coming back to browse for purchases in the Shop and continue to support us. The Shop is now back to operating as normal, save for the request that customers wear masks.*

*The Easter 2022 weekend was busier than usual, being open on both Bank Holiday mornings and supplying four dozen, freshly baked hot cross buns on Good Friday! An 'ostrich' sized Easter Egg was won by a parishioner, who generously donated it to the Children's Hospice South West.*

*The Shop continues to invest in new suppliers and products, including our 'Own Label' ranges and we are looking to continue to build on our success into the future."*

### 3. Report from Village Hall

Spence Seaman, Chairman for the Village Hall presented his report which covered a two-year period which saw the Hall 'close its doors' in March 2020, days before the annual quiz night and had seen very few significant bookings since despite re-opening in late 2021. Spence Seaman provided a written report in advance of the meeting which is reproduced below.

*"Clearly, we are merging from 2 very difficult years.*

*Regular bookings have re-started with the bowls club and gardening club being strong and vital sources of support for the Hall. Clearly what we need is to secure more and more bookings as part of re-energising the Hall.*

*We have seen interest from other parties for specialist uses on a smaller scale using the committee room for one-to-one teaching and alike, but large bookings still evade us.*

*Just before lockdown we were very fortunate in managing to get the entire Hall better insulated via a very kind offer of support from Alison & Steve's son's insulation business who agreed to install all works at cost price. That should now open up many opportunities for grants to support a major upgrade of the heating system in due course.*

*Some income during the period include:*

- *Shop income £500.*
- *Donations via the bowls club approx. £500.*
- *COVID grant £10,000 (we secured one of two COVID grants as we decided not to re-open between the first 2 lockdowns which subsequently precluded us from applying for the second grant).*

*Some headlines from our expenses covering the same period include:*

- *Insurance/electricity/water approx. £2000.*
- *Loft insulation (as above) £450 and*
- *licences £180.*

*Our capital account for the current year shows an opening balance of £24,385, closing balance £31,367. This was comprised: COIF account £4,757, current account £14,584, Bond £12,000 and cash in hand of £26.*

*Looking ahead and largely in response to these challenges, we are hoping to obtain views, ideas and offers of support via tonight's AGM and subsequent meeting. There is a lot more to do; the toilets need a complete refurbishment; the heating system requires upgrading to a more efficient system with lower running costs and carbon footprint and the outside of the Hall requires decorating/painting.*

*The fact that Highbullen has secured its planning permission and now started work means that there is a substantial sum of money (approx. £80,000) for use on village projects via the Section 106 contribution imposed by NDC. We need to ensure we secure the maximum benefit from that opportunity via either direct or match funding to really put the Hall on a more sustainable footing for the future. With better facilities and*

*heating we should attract more hirers allowing more investment in the maintenance of the Hall.”*

#### **4. Comments from parishioners**

There were no items raised for discussion by parishioners.

The Chairman closed the meeting, thanking people for their attendance and pointed out a routine Parish Council meeting would start at 7.30 p.m.