



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, 30th May 2022 in Chittlehamholt Village Hall at 7.30 p.m.

(to be held immediately after the Annual Parish Council Meeting and the Parishioners' 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 April 2022** *(circulated separately)*.

5. Annual Parish Meeting – to note the report of the Annual Parish Meeting (hosted by the Council) held on 25th April 2022 *(circulated separately)*.

6. To consider issues raised in the Parishioners' Open Session/via correspondence

7. Maintenance of roads, footpaths etc. to receive a report on following (SW):

- a. **Highways' maintenance/verge ploughing – 2022/23.**
- b. **General issues regarding highways including progress with issues reported to Highways** (e.g. road damage, repairs, hedge trimming, white lining).

8. Projects

- a. **Public Open Space Projects (POSP) Task and Finish Group** – to consider progressing projects to be developed by the Council *(ref Report of POSP 13th April 2022)*:
 - i. *Traffic calming, including addressing parking opposite Exeter Inn.*
 - ii. *Launds – renewing play area/improving safety.*
 - iii. *General suggestions – facilities for changing, solar power.*
- b. **Launds – weekly checks**
 - *May checks* – to report any issues arising from checks (DB).
 - *June checks* – to note checks will be undertaken by Cllr Kitchen.

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

- a. **5 Taw Vale – application 74722** – to receive a Notification of Planning Appeal (*circulated separately*).
- b. **Sunnymead, Chittlehamholt – application 74952** – to note this application has been withdrawn (*circulated separately*).
- c. **1 Deason Cottages – applications:**
 - i. 75214 – for listed building consent for the removal of existing listed building and erection of new building.
 - ii. 75202 – for removal of existing building and erection of new building.
- d. **Complaint related to the implementation of planning policy** – to report on progress with providing clarification/further detail to the Council’s complaint (DB).
- e. **Changes to foul drainage system** – to receive second response from South West Water (*circulated separately*).

10. Control documents

- **Gazebo hire** – to consider amended draft agreement for hire/loan of the Gazebo (*to be circulated*) and to note DALC view that VAT should not be charged (*circulated separately*).

11. Finances

- a. **Current balance** – to note the balance as at 13th May 2022 was £10,297.08. This included £1,000 DCC grant (*matched funding for highway maintenance from the Community Enhancement Fund*) and the first Precept payment of £2,950.00.
- b. **Chittlehamholt Short Mat Bowls Club** – to consider application for a grant (*circulated separately*).
- c. **Contract of Employment/Clerk’s Salary** – to note the renewal of the Clerk’s Contract of Employment (for 3 hrs per week) & salary increase to £10.79 ph (*backdated to 1st April 2021*).
- d. **Payments – to resolve the following:**
 - **Payment to Penny Clapham - £55.00** for undertaking the 2021/22 Internal Audit (*ref 2021/22 Budget (4)*).

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

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

14. Date of Next Meeting: 27th June 2022