



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, 27th February 2023 in Chittlehamholt Village Hall at 7.30 p.m.

(to be held immediately after 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 9th January 2023** *(circulated separately)*
5. **To consider issues raised in the Parishioners' Open Session/via other communication methods**
 - a. **Telephone scams** – to consider developing a short 'what to do' list (DB)
 - b. **King's Coronation** – to receive e-mail about a possible joint celebratory event – from Spence Seaman, on behalf of the Village Hall *(circulated previously)*.
 - c. **Developments in the parish** – a number of issues related to developments within the parish have been received in recent weeks – these will be discussed at agenda item 9 'Planning'
 - d. **The "Chittlehamholt Stink"** – to receive chronology of events *(circulated separately)* and to consider next steps.
6. **Maintenance of roads, footpaths etc.** to receive a report on following (SW):
 - a. **Highways' maintenance/verge ploughing – 2022/23.**
 - i. **Project with Probation Service** – to consider proposals for initial project of work.
 - ii. **Verge ploughing** – to provide an update.
 - b. **General issues regarding highways including progress with issues reported to Highways** (e.g. road damage, repairs, hedge trimming, white lining).
7. **Control documents**
 - a. **Health & Safety Policy** – to consider/approve draft *(to be circulated)* (SW/DB)
 - b. **CSW Open Spaces Risk Assessment** – to consider/approve draft *(circulated separately)*
 - c. **CSW Publication Scheme** – to consider/approve draft *(circulated separately)*

8. Projects

- a. **POSP Projects** – to provide any updates.
- b. **Launds – weekly checks**
 - *January checks* – to note any issues arising (MN).
 - *February checks* – to note any issues arising (SW).
 - *March checks* – to note checks will be undertaken by Cllr Paul Blackwell.
- c. **RoSPA inspection** – to note annual inspection and ‘Life Expectancy Survey’ will be carried out in March (*circulated separately*).

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

- a. **Highbullen Hotel developments** – to receive the following:
 - i. **Application 76095 - Decision Notice to approve** details in respect of partial discharge of condition 18 (post construction sustainable build certificate) attached to planning permission 58603 (outline application for erection of 58 holiday lodges & 16 bed hotel extension (further amended description & plans) (amended transport statement)).
 - ii. **Application 76073 – Decision Notice to withdraw** notice of an application to modify a planning obligation under regulation 3 of the T&CP (modification & discharge of planning obligations) Regulations 1992 in respect of the obligations Hotel Management Plan (Schedule 2) and Green Transport Plan (Schedule 3) of the Section 106 Agreement relating to the outline planning permission 58603 (erection of 58 holiday lodges & 16 bed hotel extension (further amended description & plans) (amended transport statement)) are amended to enable the obligations to be discharged prior to occupation of the Phase 1 development.
 - iii. **Application 76201** - for the construction of new maintenance shed and associated internal vehicular access together with conversion of existing maintenance shed to a multi-purpose building to include additional double doors at Highbullen.
 - iv. **Application 76638** -for the construction of an adventure mini golf course (*circulated separately*).
 - v. **Application 76679** – for change of use of land to provide an ancillary tourism use comprising an outdoor sports area etc. (*circulated separately*)
 - vi. **Meeting with representatives from Highbullen** – to report on progress (DB)
- b. **The Old Chapel – application 76554** – for construction of private entrance and relocation of existing parking (*circulated separately*).
- c. **Hermitage Cottage – application 75445** – to receive **Decision Notice to refuse** application for change of use of area of hard standing from agricultural to leisure for the siting of a shepherd’s hut (*circulated separately*)
- d. **Grange Cottage – application 75791** – to receive **Decision Notice to withdraw** this application (*circulated previously*).
- e. **Deason Cottages** – development of adjacent land (DB).
- f. **Eastern end of Newlands Hill** – development of adjacent land (DB)
- g. **Proposed Telecommunications Upgrade** – to note upgrade at Kinnings Boarding Kennels, Umlerleigh EX37 9NU (*circulated separately*).
- h. **Greendown Farm** – to receive concerns about developments at this site (*circulated separately*).

10. Finances

- a. **Current balance** – to note the balance as at 15th February 2023 was £10,494.81.
- b. **Application for NDC (Community Councillor) grant** – to note grant of £117.50 has been approved.
- c. **Payments:** - to resolve payments to:
 - i. **Wessex Tree Surgeons Ltd - £576.00** (including VAT of £96.00) for Arboricultural contractual work to trees in Launds, including one under TOP order (*ref Minute 07/09/22c*)
 - ii. **Vimeo - £49.95 + VAT** for subscription renewal for video hosting – reimbursement to Cllr Coupe (*ref Budget 2023/23 (9)*)

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

- **Village Blog** – link to the Council’s website (AC)

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

13. Correspondence

- **Climate Week** – to receive an enquiry from NDC about events for Climate Week (*circulated separately*)

14. Date of Next Meeting: 27th March 2023