



# Chittlehamholt, Satterleigh and Warkleigh Parish Council

[www.cswparish.org.uk](http://www.cswparish.org.uk)

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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.

**To: members of Chittlehamholt, Satterleigh and Warkleigh Parish Council**

You are hereby summoned to attend a **Meeting of Chittlehamholt, Satterleigh and Warkleigh Parish Council to be held on 26<sup>th</sup> June 2023 at 7.30 pm in Chittlehamholt Village Hall, Chittlehamholt**, for the purpose of transacting the following business.

## Agenda

*(to be held immediately after the Parishioners' Open Session)*

1. **Apologies**

2. **Declarations of Interest and Dispensations**

3. **Reports**

- **Devon County Council (Cllr Paul Henderson)/North Devon Council (Cllr Susan Whitehead)** – to receive any items of interest in addition to those routinely circulated by DCC/NDC.

4. **To receive and approve the following Minutes** *(circulated separately)*

- a. **Minutes of the Annual Parish Council meeting held on 22<sup>nd</sup> May 2023.**
- b. **Minutes of the Parish Council meeting held on 22<sup>nd</sup> May, 2023.**

5. **To consider issues raised in Parishioners' Open Session/via other communication methods**

- **The "Chittlehamholt Stink"** – to receive an update.
- **Ongoing enforcement issues** – to receive correspondence *(circulated separately)*.

6. **Strategy Task & Finish Group** – to receive a report of, and consider recommendations from the Group's meeting held on 19<sup>th</sup> June 2023 *(circulated separately)*.

7. **Maintenance of roads, footpaths etc.**

- a. **Highways' maintenance/verge ploughing – 2022/23.**
  - i. **Project with Probation Service** – to receive an update.
  - ii. **Verge ploughing** – to receive an update.
- b. **General issues regarding highways including progress with issues reported to Highways** (e.g. road damage, repairs, hedge trimming, white lining).

## 8. Projects

### a. **Launds – weekly checks**

- *June checks* – to note any issues arising (AK)
- *July checks* – to note checks will be undertaken by Cllr Neal
- *Updated rota* – to receive updated rota (*circulated separately*)

## 9. Planning – to receive and consider planning applications, correspondence and follow up issues (*circulated separately*):

- a. **Lower Watertown – application 76867** – to receive **Decision Notice to refuse** the erection of steel portal framed agricultural building for mixed use purposes.
- b. **The Nook, Warkleigh – application 77147** – to receive application for solar panels to outdoor roofs.

## 10. Finances

### a. **Current balance** – to note the current balance (Clerk).

### b. **Payments: - to resolve payments to:**

- **Wybone Ltd - £284.99** (*including VAT of £47.50*) for the purchase of a rubbish bin, towards which the Council has received a (NDC) Community Councillor grant of £117.50.
- **Mrs Penny Clapham - £65.00** – for the 2022/23 Internal Audit.

### c. **Annual Governance and Accountability Return 2022/23 (AGAR) - Part 2** (*circulated separately*)

- i. To certify that the Council is exempt from a limited assurance review (under Section 98 of the Local Audit (Smaller Authorities) Regulations 2015) – ref P3
- ii. To note the Internal Auditor's Report for the year 2022/23 – ref P4.
- iii. To consider and confirm the Annual Governance Statement 2022/23 – ref P5.
- iv. To consider and confirm that the Accounting Statements present fairly the financial position of the Council for 2022/23 – ref P6.

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

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

## 13. Correspondence - to receive correspondence (*circulated separately*)

- a. **Closure of the B3226** – namely the turning to Chittlehamholt by Watertown Llamas for 4 weeks from 17th of July to 11th August for tree works.
- b. **Trial of electric scooters** – a DCC Experimental Amendment Order 2023 which adds exemptions for electric scooters being used in a trial allowing scooters the same access as cycles in the Barnstaple area.

## 14. Date of Next Meeting: 31<sup>st</sup> July, 2023.

*Linda Stapleton*

Linda Stapleton

Clerk to Chittlehamholt, Satterleigh and Warkleigh Parish Council