



Chittlehamholt, Satterleigh and Warkleigh Parish Council

www.cswparish.org.uk

Chairman: Paul Blackwell

paul.blackwell@cswwparish.org.uk

01769 540180

Parish Clerk: Linda Stapleton

clerk@cswwparish.org.uk

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 the 31st July 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 Minutes of the Parish Council Meeting held on 26th June 2023**
(circulated separately)

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

- a. **The "Chittlehamholt Stink"** – to receive an update *(circulated separately)* (AC/AK)
- b. **Road Safety** – to receive a letter of concern from a parishioner about overgrown hedges/verges and the impact on road safety *(circulated separately)*.

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

- a. **Highways' maintenance/verge ploughing – 2023/24** – to receive an update regarding funding (AK).
- b. **General issues regarding highways including progress with issues reported to Highways** (e.g. road damage, repairs, hedge trimming, white lining).

7. **Projects**

- a. **Launds – weekly checks**
 - i. *July checks* – to note any issues arising (MN)
 - ii. *August checks* – to note checks will be undertaken by Cllr Blackwell
 - iii. *September checks* – to note checks will be undertaken by Cllr Coupe

- b. **POSP** – to receive a report of the community Public Open Spaces Project meeting, held on 25th July 2023 (*to be circulated*).
 - c. **CSW POSP** – to provide an update on CSW POSP projects (DB).
- 8. Planning – to receive and consider planning applications, correspondence and follow up issues** (*circulated separately*):
- a. **The Mole Resort – application 77387** – to receive a retrospective application for external alterations and change to a multi-purpose building housing the holiday complex reception and other ancillary uses at the Resort (*circulated separately*).
 - b. **Ongoing enforcement issues** – to receive an update (DB).
- 9. Finances**
- a. **Current balance** – to note the current balance (Clerk).
 - b. **Payments: - to resolve payment to:**
 - **Campaign to Protect Rural England (CPRE) - £36** for the renewal of membership for the year 2023/24 (*ref Budget 2023/24 line (13)*).
 - **Information Commissioner’s Office – £40.00** for the registration fee (*ref Budget 2023/24 line (14)*).and to note payment to:
 - **North Devon Council £429.69** (*including administrative charge of £7.72 of which £1.29 is VAT*) for Clerk’s salary March – June 2023.
- 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** - to receive correspondence (*circulated separately*).
- a. **Patient Participation Group** – to receive an invitation to join the Wallingbrook Patient Participation Group (*circulated separately*).
 - b. **Road Warden Scheme** – to receive correspondence from Selaine Saxby MP (*circulated separately*)
- 13. Date of Next Meeting: 25th September 2023**

Linda Stapleton

Linda Stapleton

Clerk to Chittlehamholt, Satterleigh and Warkleigh Parish Council