



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.

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 Monday, 29th January, 2024 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)

Note: The Council will move to a closed session at the end of the routine agenda to discuss planning issues which may contain information of a confidential nature.

1. **Apologies:** Cllr Paul Blackwell
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/approve the following Minutes:**
 - a. **Minutes of the Meeting, held on 27th November 2023** *(circulated separately)*.
 - b. **Minutes of the Extraordinary Meeting, held on 11th December 2023** *(circulated separately)*.
5. **To consider issues raised in Parishioners' Open Session/via other communication methods**
 - **Water leak** – to receive a parishioner's email regarding the consequences of silt arising from a water leak *(circulated separately)* (AK).
 - **The 'Chittlehamholt Stink'** – to receive an update (AK).
6. **Maintenance of roads, footpaths etc.** (AK)
 - **General issues regarding highways including progress with issues reported to Highways** (e.g. road damage, repairs, hedge trimming, white lining).
 - **Highway Maintenance** – to consider next steps/specification for verge ploughing

7. Projects

- a. **Community Public Open Space Project (POSP)** – to note progress (*circulated separately*) (DB).

Launds:

- b. **RoSPA annual inspection** – to note the annual inspection will take place in March as notified by Playsafety Ltd (*circulated separately.*)
- c. **Weekly checks**
 - i. *December checks* – to note any issues (MN).
 - ii. *January checks* – to note any issues (PB).
 - iii. *February* – to note that checks will be undertaken by Cllr Coupe.

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

- a. **The Village Shop, Application 77608** – to receive **Decision Notice to approve** application for an extension to the social area and stockroom (*circulated separately.*)
- b. **Highbullen (the Mole Resort):**
 - i. **Application 77920** – to receive **Decision Notice to approve** details in respect of discharge of condition 5 (landscaping) attached to planning permission 76679 (change of use of land to provide an ancillary tourism use comprising an outdoor sports area, associated building and means of enclosure) (*circulated separately.*)
 - ii. **Application 77782** – to receive **Decision Notice to approve** details in respect of discharge of condition 18 (sustainable building certificate) in relation to the lodges in Phase 2 ‘the Meadows’ only, attached to planning permission 58603 (outline application for erection of 58 lodges & 16 bed hotel extension) (*circulated separately.*)
- c. **Centre of Pond 157m from 1 Deason Cottages 115m from unnamed road from Broadmoor Cross to Cockrams Butt Cross – application 77934** – to receive **Decision Notice to approve** replacement of existing field shelter steel framed building for use as a log kiln/store (*circulated separately.*)
- d. **Ongoing enforcement issues** – to receive an update on current issues (*circulated separately.*) These will be taken in the closed session of the meeting due to the confidential nature of matters to be aired.

9. Finances

- a. **Current balance** – to note the current balance (Clerk).
- b. **Budget 2024/25** – to receive an amended Budget (*to be circulated*) (MN/AK).
- c. **Payments - to resolve payment to:**
 - i. **Sutcliffe Play - £90.59** (including VAT of £15.10) for replacement parts to play equipment in Launds (*ref Budget 2023/24 (6)*).

And

To note payment to:

- ii. **North Devon Council - £429.69** (including an administrative charge of £7.72 of which £1.29 is VAT) for Clerk’s salary from September to December 2023 (*ref Budget 2023/24 (5)*).

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. **North Devon Ring & Ride Service** – to receive a funding request (*circulated separately*) and to note a copy of the Council's Grants Policy has been issued in response.
- b. **Train travel from Kings Nympton Station** – to receive further correspondence from Kings Nympton Parish Council seeking a Council representative to pursue its aim to improve the train service at Kings Nympton station (*circulated separately.*)
- c. **Devon Wildlife Trust – Landmark Tree** – to receive correspondence offering a free tree to parish/town councils (*circulated separately.*)
- d. **Funding support for Places of Worship repairs** – to receive correspondence from Selaine Saxby MP and to note this has been shared with representatives of the local churches (*circulated separately.*)

13. **Date of Next Meeting:** 26th February, 2024

- To note dates for Council meetings for 2024 and January 2025 (*to be circulated.*)

To pass the following resolution:

'The following meeting of the Council will be held with the exclusion of the Press and Public due to the confidential nature of matters to be discussed.'

Linda Stapleton

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Clerk to Chittlehamholt, Satterleigh and Warkleigh Parish Council