**To: all Members of Chawleigh Parish Council**

For information: County and District Ward Members, press and public

Issue date: Wednesday 21st September 2023

*The Parish Council is grateful for the attendance and reports presented by both Councillors and external organisations. Due to the large number of issues affecting the Parish, it would be most appreciated if reports could be kept concise and to the point.*

You are hereby summoned to attend the **Meeting** of **Chawleigh Parish Council** on **Wednesday 27th September 2023 at 7.30pm,** in the Jubilee Hall, Chawleigh, for the purpose of transacting the business on the following agenda.

**Rob Martin**

**Clerk to Chawleigh Parish Council**

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|  | **AGENDA** |
| **2324-067** | **APOLOGIES**To receive apologies for absence |
| **2324-068** | **DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)**To receive declarations of interest in items on the agenda  |
| **2324-069** | **MINUTES**To approve, as a correct record, the minutes of the Parish Council Meeting held on 16th August 2023. |
| **2324-070** | **COUNCIL REPORTS** |
|  | 1. **To receive the Clerk’s Report**
2. **To receive the Chairman’s Report**
3. **Other Councillor Reports** – to receive any reports from councillors on matters the council could consider at future meetings and to report on any meetings attended on behalf of the council.
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| **2324-071** | **CHAWLEIGH COMMUNITY TRUST (CCT)**To receive an update on the CCT activity since the last meeting. |
|  | *The Chairman to declare the meeting closed* |
| **2324-072** | **PUBLIC AND OTHER BODIES’ SESSION**To hear reports from and allow questions to be asked to District and County Councillors and to take any questions from members of the public.1. County Councillor
2. District Councillor
3. Members of the public

Any reports previously received from County and District Councillors will be assumed to have been read. |
|  | *The Chairman to declare the meeting open* |
| **2324-073** | **FOOTPATH WORKS**To receive a report from Cllr. Batty on the PROW work undertaken and in hand. In addition to receive a report on the promised DCC funding for a new strimmer/brushcutter. |
| **2324-074** | **DEFIBRILLATOR**To receive an updating report from the chairman. |
| **2324-075** | **TRAINING FEEDBACK**To discuss any elements of the ‘Be a Good Councillor’ training course that can be utilised by the parish council. |
| **2324-076** | **NOTICEBOARD AT SHOP**To hear a report by the Chairman on this. |
| **2324-077** | **BUS SHELTER**To discuss what should be done about the damaged panels in the bus shelter. |
| **2324-078** | **PLAYING FIELD FENCE**The fence was damaged when the trees were taken down and need repair. To discuss how this should happen. |
| **2324-079** | **DISABLED TOILET TAPS**To hear a report by the Chairman on this. |
| **2324-080** | **COMMUNITY ENERGY GRANTS**To discuss the possibility of accessing this grant pool for solar panels for the shop or hall. |
| **2324-081** | **BLEED CONTROL KITS**To consider the installation of one of these kits next to the defibrillator. |
| **2324-082** | **SHED LEASE**To consider updates on the progress of this lease.  |
| **2324-083** | **GRANT FUNDING POLICY REVIEW**To review the council’s grant giving policy (copy attached) in particular with reference to the use of the shop rent account to finance grants. |
| **2324-084** | **INTERNAL AUDIT**To consider the attached letter from Mulberry & Co., last year’s Internal Auditor offering to continue this service at a revised hourly rate of £65 (£60 in 2022/23) which will be unchanged if a three-year arrangement is agreed. |
| **2324-085** | **BANK RECONCILIATION**To approve the attached 21st September 2023 Bank Reconciliation statement |
| **2324-086** | **RECEIPTS & PAYMENTS COMPARED TO BUDGET**To receive the statement of Receipts and Payments compared to Budgets for the period from 1st April 2023 to 21st September 2023 (attached). |
| **2324-087** | **RECEIPTS & PAYMENTS SCHEDULE**To approve the payment of the invoices on the schedule below for the period since the last meeting, as below: |
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| **PAYMENTS** |  |  |  |
| **Payment to** | **Services** | **Amount****£** | **Payment No.** |
| **2023/2024** |  |  |  |
| Four Trees Trees | Ash Tree Clearance | 2700.00 | 2324-15 |
| A Branch Above | Grass Cutting  | 216.00 | 2324-15 |
| Radmore & Tucker | PROW Brushcutter | 775.00 | 2324-15 |
| A Branch Above | Weed Killing | 240.00 | 2324-15 |
| Lilian Jones | Caretaker – September 2023 | 152.08 | SO |
| RJ Martin  | Salary September 2023 | 332.92 | 2324-16 |
| HMRC | Tax Deduction September 2023 | 83.20 | 2324-16 |
| IONOS | Website Domain – Sept 2023 | 4.80 | Card |
| IONOS | Email Access – Sept 2023 | 7.20 | Card |
| A Branch Above | Grass Cutting  | 216.00 | 2324-17  |
| Jubilee Hall | Room Hire Parish Council April/May 2023 | 152.50 | 2324-18 |
| Jubilee Hall | Room Hire Lunch Club April/May 2023 | 82.50 | 2324-18 |
| A Branch Above | Grass Cutting | 216.00 | 2324-18 |
| Mid Devon District Council | May 2023 Election  | 147.35 | 2324-18 |
| Paul Hammond | Hedge Cutting | 54.00 | 2324-19 |
| Lilian Jones | Caretaker – October 2023 | 152.08 | SO |
| RJ Martin  | Salary October 2023 | 332.92 | 2324-20 |
| HMRC | Tax Deduction October 2023 | 83.20 | 2324-20 |
| IONOS | Website Domain – Oct 2023 | 4.80 | Card |
| IONOS | Email Access – Oct 2023 | 7.20 | Card |
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|  **RECEIPTS** |  |  |  |
| **Receipt from** | **Services** | **Amount****£** | **Method** |
| **2023/2024** |  |  |  |
| Mr & Mrs Simpson | Wood Sale | 225.00 | BAC |
| Chawleigh Fair Sports Committee | Donation | 237.60 | BAC |
| Jane Hall | Shop Rental | 170.76 | BAC |
| NatWest Bank | Interest | 4.83 | BAC |

In addition, payments will be made for invoices received since the agenda was set. |
| **2324-088** | **PLANNING APPLICATIONS**To consider the following Planning Applications and to agree comments: |
|  | 1. **Planning Applications made since the last meeting**
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| **Reference** | **Location** | **Proposal** |
| 23/01347/LBC | Pouncers Farmhouse Including Cob Wall Pouncers Chawleigh | Variation of Condition 2 of Listed Building Consent 22/00072/LBC – Listed Building Consent for the recording and consolidation of remains of farmhouse - to read The development hereby permitted shall be carried out in accordance with the approved plans listed in the schedule on the decisionNotice |

1. **Decisions made by Mid Devon District Council since the last meeting**

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| **Reference** | **Location** | **Proposal** | **Decision** |
| 23/00360/FULL | Land at NGR 271198 109386 (Woodhaven) Nymet Rowland Chenson Devon | Retention of polytunnel | Approval |
| 23/00962/HRN | Five Acres Chawleigh Chulmleigh Devon | Hedgerow Removal Notice for the removal of 12.67 metres of hedgerow | Removal Approved |
|  23/01200/FULL | Land at NGR 270882 110866 Carpenters Cross Chawleigh Devon | Erection of an agricultural general purpose storage building and formation of access track | Approval |

1. **Other Planning Matters**

None |
| **2324-089** | **DATE OF NEXT MEETING**The next meeting of Chawleigh Parish Council is scheduled to be Wednesday 8th November 2023, in Chawleigh Village Hall at 7.30pm. |
| **2324-090** | **MEETING CLOSURE** |