**There was a remote Annual General Meeting of Chawleigh Parish Council**

**on Thursday 5th May 2021 at 7.40pm held on ZOOM**

**Members Present:** Parish Councillors Steve Godley (Chairman); Daphne Cockram; Jan Flavin; Henry Martin; Stuart Swift; Andrea Huxley; Chris Lynden; Bert Batty.

**Also Present:** District Councillor Clive Eginton; County Councillor Margaret Squires.

**In attendance:** Rob Martin, Locum Clerk

**One member of the general public**.

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**MINUTES:**

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| **2122-01** | **ELECTION OF CHAIRMAN**  On a proposal by Cllr. Cockram, seconded by Cllr. Flavin, Cllr, Steve Godley was **Elected** as Chairman for the coming year.  **ELECTION OF VICE-CHAIRMAN**  On a proposal by the Chairman, seconded by Cllr. Flavin, Cllr. Daphne Cockram was Elected as Vice-Chairman for the coming year. |
| **2122-02** | **APOLOGIES**  No apologies had been received. |
| **2122-03** | **DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)**  Non-pecuniary interests were declared by:   * The Chairman in relation to anything on the playing field * Cllr. Cockram in relation to anything on the playing field * Cllr. Flavin whose husband was involved with the EOPPS * Cllrs. Batty and Lynden declared interests in planning matters. |
| **2122-04** | **ELECTRONIC PUBLIC PARTICIPATION**  Due to the Corona virus pandemic and current Government guidelines the meeting was held remotely on the Zoom platform.  One matter sent to the Chairman is that bushes at the junction of Shooting Lane and the B3042 were overgrown and needed to be cut back. This was normally done by the gardener working for Mrs. Finlayson, the owner of Southcott cottage Chawleigh, who arranges for the shrubs to be cut back to make the visibility better. The Clerk would write a letter requesting this. |
| **2122-05** | **MINUTES OF LAST MEETING**  On a proposal by the Cllr. Batty, seconded by Cllr. Flavin, the minutes of the Parish Council meeting held on 8th April 2021 were approved as a correct record. |
| **2122-06** | **COUNCIL REPORTS**   1. **Clerk’s Report –** the Clerk had nothing to report other than the items on the agenda. 2. **Chairman’s Report** – the Chairman had contacted Chumleigh Parish Council because they had someone spraying weeds on the roads. He was awaiting a response to get the name of someone to contact to do the same in Chawleigh. 3. **Other Councillor Reports**   1. Cllr. Batty had received confirmation that grant of £150 would be paid under P3 scheme, lower than the £600 claimed because the parish still had £400 unspent from the previous year.  2. Cllr. Swift reported that Jane had painted the outside of the shop and had subsequently asked him what the balance of the shop account was and if the parish council would refund her for the money spent. It was believed that such requests should be made before the work was started and that such works were down to the tenant under the terms of the lease. |
| **2122-07** | **CHAWLEIGH COMMUNITY TRUST (CCT)**  The Chairman reported that the outstanding matter of the ownership of the layby was now resolved as it was confirmed as being DCC. The planning application would now be submitted. |
|  | *The Chairman declared the meeting out of session to allow updates from District and County Councillors and questions from any members of the public* |
| **2122-08** | **PUBLIC AND OTHER BODIES’ SESSION**  **Devon County Council**  County Councillor Squires suggested that as she was in a period of purdah she would take questions only where she could answer without problems. There were no such questions from parish councillors.  **Mid Devon District Council**  District Councillor Eginton reported on the government edict that virtual meetings cannot continue beyond 6th May 2021. The District Council Monitoring Officer had considered ways to reduce the impact of this requirement and offered advice to parish councils in general.  If councils need to make decisions, then this can only be done where councillors are all in same room. This does not necessarily mean that officers (such as the parish clerk), District or County Councillors or members of the public need to attend, they can be linked by a remote system such as zoom. Members of the public should be offered the chance of attending should they wish to do so, but such attendance should be by registration in advance. This applies only to formal council meetings and not to working parties for example.  Cllr. Swift pointed out that the village hall does not have wifi, so zoom meetings on this basis would not work. The Clerk should write formally to the village hall contacts to see whether wifi installation is on their agenda.  Cllr. Cockram asked the district councillor about Mid Devon properties in the village that appeared not to be occupied and asked whether these could be made available to others. The District Councillor said that this was an opportune question, since he had an ‘Estate Walkabout’ booked for the following week which was to look at the apparent condition of MDDC owned properties, and parish councillors were welcome to accompany him and the officer on that tour.  **Public Questions**  There were no members of the public present at this time. |
| **2122-09** | **COUNCILLOR REPRESENTATION**  The representation of the Parish Council on outside bodies was reviewed with the following results:   1. Cllr. Flavin would be the parish council representative on the Jubilee Hall Management Committee 2. Cllr. Godley would be the representative on the Playing Fields Committee 3. Cllrs. Cockram and Martin would be the representatives on the Chawleigh Parish Lands (Feofees). This still leaves one vacancy 4. Cllr. Swift would be one of he two contacts for the Devon Air Ambulance 5. Cllr. Batty would be the P3 Public Rights of Way lead councillor. |
| **2122-10** | **ASSETS REGISTER AS AT 31st MARCH 2021**  On a proposal by the Chairman, seconded by Cllr. Lynden, the Asset Register as at 31st March 2021 was **Adopted**. |
| **2122-11** | **FINAL ACCOUNTS 2020/21**  On a proposal by Cllr. Swift, seconded by Cllr. Flavin, the Final Accounts 2020/21 were **Adopted**. |
| **2122-12** | **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2020/21**   1. On a proposal by the Chairman, seconded by Cllr. Lynden, Section 1 of the AGAR, the Annual Governance Statement, was **Adopted**. 2. On a proposal by the Chairman, seconded by Cllr. Flavin, Section 2 of the AGAR, the Annual Accounts Statement, was **Adopted**. |
| **2122-13** | **HIGHWAYS**  The Chairman had been contacted by Eggesford Parish Meeting about a channel gouged on the highway surface, near the level crossing, which was a potential danger to cyclists in particular. County councillor Squires would report this to the Highways staff.  The ongoing matter of the drain outside Butts Cottage, of which the Chairman had pictures of extensive flooding. The problem appeared to be caused by a blocked or collapsed drain, about which something should be done urgently. The Chairman would email County Councillor Squires requesting a site meeting Steve Tucker as soon as possible. |
| **2122-14** | **WEBSITE**  Cllr. Swift reported on the work he had carried out on the new website. He continued to pay the 1&1 licence fee because the service support at the company had been horrendous.  He had got the website framework up and had uploaded a few files and it was agreed that he should extend the uploading process to include Clerk initially and others later. The existing website would be taken down by BT on 24th May 2021, following which the new one would be uploaded. An additional domain would be needed at small annual price which he would organise. The most urgent thing now was the necessary content, to be supplied by the Clerk which would be input as that since January 2020 in the first instance. Further updates would be done by the Clerk as and when time allowed. He asked councillors for their current contact details, so that this could be added to the site.  Cllr. Huxley asked whether parish council email addresses were being arranged for each councillor and Cllr. Swift responded by saying he was concentrating initially on getting the website up and running and would arrange these later. |
| **2122-15** | **DROPBOX**  On a proposal by the Chairman, seconded by Cllr. Lynden, it was **Resolved** to get a Dropbox account on the basis described by the Clerk at an annual cost of £79.90 plus VAT. The Clerk would make arrangements to set this up and reclaim the cost. |
| **2122-16** | **DOG FOULING**  Having been approached by parishioners, Cllr. Cockram said that this was particularly in the churchyard where dogs were being let off their leads. It was agreed that the Clerk would write to the vicar informing them of the problem as it was not a parish council matter to deal with.    It was suggested that the PCC would at least undertake to put warning signs on the gates to discourage this action. |
| **2122-17** | **RAT INFESTATION**  Cllr. Cockram had been approached about there being lot of evidence of rats. This was not really a parish council matter and she was advised to refer the complainants to the Mid Devon Council website where there was advice and potential help with this problem.  It was also agreed to include a link to MDDC website in The Dart magazine next edition for this purpose. |
| **2122-18** | **RECEIPTS & PAYMENTS SCHEDULE**  On a proposal by Cllr. Cockram, seconded by Cllr. Swift, the payments listed below were **Approved**: |
|  | |  |  |  |  | | --- | --- | --- | --- | | **PAYMENTS** |  |  |  | | **Payment to** | **Services** | **Amount**  **£** | **Payment No.** | | **2021/2022** |  |  |  | | **Mid Devon DC** | **Grass Cutting** | **575.98** | **Card** | | **L Cockram** | **Caretaker (Standing Order)** | **120.00** | **SO** | | **MAT Electrics** | **DAA Lighting Service** | **107.94** | **1534** | | **Zoom** | **Remote Access (Direct Debit)** | **14.39** | **1535** | | **DALC** | **Subscription** | **142.29** | **1536** | | **S. Swift** | **Ionos Invoices** | **4.80** | **1537** | | **Plandscape** | **Grass Cutting** | **105.00** | **1538** | | **RJ Martin** | **Locum Clerk Services** | **488.25** | **1539** |  |  |  |  |  | | --- | --- | --- | --- | | **RECEIPTS** |  |  |  | | **Receipt from** | **Services** | **Amount**  **£** | **Method** | | **2021/2022** |  |  |  | | **Mid Devon DC** | **Precept** | **6,500.00** | **BACS** |   Payment items in **bold** will be made following the meeting. |
| **2122-19** | **PLANNING APPLICATIONS**  To consider the following Planning Applications and to agree comments:  Cllr. Batty declared an interest for application 21/00757/LBC and left the meeting |
|  | |  |  |  | | --- | --- | --- | | **Reference** | **Location** | **Proposal** | | 21/00757/LBC | Blackwalls Chawleigh Chulmleigh Devon EX18 7HH | Listed Building Consent for replacement boiler  **Decision:** Support | | 21/00777/HOUSE | Mai Beaute Lodge Chawleigh Chulmleigh Devon EX18 7HH | Erection of car port and repositioning of existing shed  **Decision:** No comment as there were no documents at the time of the meeting | | 21/00600/HOUSE | Meadow View Chawleigh Chulmleigh Devon EX18 7HH | Erection of single storey rear extension and replacement of 1.2m fence with 1.8 closeboarded fence along East boundary  **Decision:** Support | | 21/00169/FULL | Land at NGR 268128 112364 Ford Farm Eggesford Devon | Change of use of land for siting of 2 shepherds huts for holiday accommodation  **Decision:** Neutral | | 21/00533/LBC | Land at NGR 268128 112364 Ford Farm Eggesford Devon | Listed Building Consent for alterations to ground floor layout; alterations to North East and South West elevations, replacement of roof slates, removal of loose render and re-rendering and demolition of lean-to to East gable  **Decision:** Neutral | | 21/00848/FULL | Land and Buildings at NGR 268288 112148 (Nethercott) Eggesford Devon | Erection of a dwelling and formation of new access and track with associated works following demolition of existing barn  Look at expiry dates – 26 May 2021 |   **PLANNING DECISIONS**  Cllr. Lynden declared an interest in application 20/01657/FULL, as the applicant   |  |  |  |  | | --- | --- | --- | --- | | **Reference** | **Location** | **Proposal** | **MDDC Decision** | | 20/01657/FULL | Land at NGR 270255 109605 (East of Chenson Farm Cottages) Chenson Devon | Erection of an agricultural store/fishing lodge to include office | Refused | | 21/00321/HOUSE | The Lakes Chawleigh Chulmleigh Devon EX18 7HL | Erection of an extension to rear | Granted |   **OTHER PLANNING MATTERS**  Higher Ford Farm – There were a number of potential enforcement matters on the lower side of the lane. District Councillor Eginton would refer the matter to Sarah Jenkins for potential enforcement action. |
| **2122-20** | **DATE OF NEXT MEETING**  The next Meeting of Chawleigh Parish Council is to be on Thursday 1st July 2021, at 7pm and at a place to be agreed. |
| **2122-21** | **CONFIDENTIAL MATTERS**  Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.  The Council **Resolved** to close the meeting to the public and press on the basis of confidential personal details that need to be considered. |
| **2122-22** | **MEETING CLOSURE**  The public section of the meeting closed at 9.11pm. |

Signed:………………………

Print:…………………………

Date:…………………………

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST**

**CONFIDENTIAL MINUTES**

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| **2122-23** | **CONFIDENTIAL MINUTES**  On a proposal by Cllr. Flavin, seconded by Cllr. Cockram, the Confidential Minutes for the meeting on 8th April 2021 were **Adopted.** |
| **2122-24** | **CHAWLEIGH PARISH FACEBOOK HELP HUB**  The Hub has been very useful during the COVID lockdown periods having been used to convey messages and information. It has generally been well received and well mannered. There have, however, been recent postings by one individual that have been negative and have caused offence.  Cllr. Swift, who had been managing the content of the Hub, wished to know whether councillors thought that the individual should be blocked from using it because of the nature of the comments made, having already removed the posts in question.  There was no doubt that the posts were breaking the rules and regulations, both of the Hub and Facebook more generally. A possible response from the individual is that his ‘Freedom of Speech’ is being impeded, but the answer is that does not give him, or others the ‘Freedom to Offend’.  On a proposal by Cllr. Swift, seconded by Cllr. Huxley, it was **Agreed,** with abstentions by Cllrs. Flavin and Cockram, that the individual’s access to the Hub should be removed, forthwith. Cllr. Swift would take this action.  In addition, it was **Agreed** that any such breach of the rules of the site should result in access being denied to the perpetrator. |
| **2122-25** | **PLANNING MATTER**  District Councillor Eginton was asked whether planning permission was needed for residential properties being let by Airbnb. He said that, if the property had been sectioned off to accommodate the ‘tenants’, planning permission is required. |
| **2122-26** | **CONFIDENTIAL MEETING CLOSURE**  The meeting closed at 9.30pm |

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