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

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

Issue date: Tuesday 4th April 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.*

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|  | **AGENDA** |
| **2223-146** | **APOLOGIES**To receive apologies for absence |
| **2223-147** | **DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)**To receive declarations of interest in items on the agenda  |
| **2223-148** | **MINUTES**To approve, as a correct record, the minutes of the Parish Council Meeting held on 22nd February 2023. |
| **2223-149** | **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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| **2223-150** | **CHAWLEIGH COMMUNITY TRUST (CCT)**To receive an update on the CCT activity since the last meeting. |
|  | *The Chairman to declare the meeting closed* |
| **2223-151** | **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* |
| **2223-152** | **FOOTPATH WORKS**To receive a report from Cllr. Batty.  |
| **2223-153** | **GRASS CUTTING**To consider the quotations obtained by the chairman for the regular cutting of the playing field. |
| **2223-154** | **TREES** To hear an update by the chairman on the tree work already undertaken and that which still needs to be addressed. |
| **2223-155** | **RATS**To hear a report from the chairman on this matter. |
| **2223-156** | **ASSET REGISTER**To consider the attached Asset Register and decide whether its content is accurate. |
| **2223-157** | **BUSINESS RISK ASSESSMENT**To adopt the attached Risk Assessment for the coming year. |
| **2223-158** | **STATEMENT OF INTERNAL CONTROL**To adopt the statement attached. |
| **2223-159** | **CORONATION CELEBRATIONS**The coronation of King Charles will take place on Saturday 6th May 2023. To hear an update on the preparations for this together with anything required from the parish council. |
| **2223-160** | **SHOP LEASE**To consider updates on the progress of this lease. |
| **2223-161** | **SHED LEASE**To consider updates on the progress of this lease. The solicitor was awaiting a draft lease from those representing the Parish Lands Charity when last questioned on this. |
| **2223-162** | **END OF YEAR BANK RECONCILIATION**To approve the attached 31st March 2023 Bank Reconciliation statement |
| **2223-163** | **END OF YEAR RECEIPTS & PAYMENTS COMPARED TO BUDGET**To receive the statement of Receipts and Payments compared to Budgets for the period from 1st April 2022 to 31st March 2023 (attached). |
| **2223-164** | **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** |  |  |  |
| Lilian Jones | Caretaker – April 2023 | 152.08 | SO |
| RJ Martin  | Salary April 2023 | 332.92 |  |
| HMRC | Tax Deduction | 83.20 |  |
| IONOS | Website Domain – April 2023 | 4.80 | Card |
| IONOS | Email Access – April 2023 | 3.60 | Card |
| Zoom | Access – April 2023 | 15.59 | Card |
| ROSPA | Annual Inspection | 115.20 | 2324-01 |
| DALC | Subscription | 183.25 | 2324-01 |
| Clyst Honiton Parish Council | SLCC Subscription | 44.00 | 2324-01 |
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| **RECEIPTS** |  |  |  |
| **Receipt from** | **Services** | **Amount****£** | **Method** |
| **2023/2024** |  |  |  |
| Mid Devon District Council | Precept – Half-year | 7,085.00 | BGC |

In addition, payments will be made for invoices received since the agenda was set. |
| **2223-165** | **DRAFT FINAL ACCOUNTS 2022/2023**To consider the attached draft final accounts before they are submitted to the Internal Auditor. |
| **2223-166** | **DRAFT ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN – EXEMPTION**To consider the attached Exemption Certificate before submission to the Internal Auditor. |
| **2223-167** | **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** |
| 23/00335/OUT | Holly House Chawleigh Chulmleigh | Outline for the erection of 2 dwellings (Revised Scheme) |

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

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| **Reference** | **Location** | **Proposal** | **Decision** |
| 22/01949/LBC | Old Hall Chawleigh Chulmleigh Devon | Listed Building Consent to repair two timber roof trusses | LBC Granted |
| 22/01661/FULL | West Hill Chawleigh Chulmleigh Devon | Conversion of threshing barn to residential annex and conversion of cellar barn toholiday accommodation | Full Permission |
| 22/01662/LBC | West Hill Chawleigh Chulmleigh Devon | Listed Building Consent for the Conversion of threshing barn to residential annex and conversion of cellar barn toholiday accommodation | LBC Granted |

1. **Other Planning Matters**
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| **2223-168** | **DATE OF NEXT MEETING**The Annual meeting of Chawleigh Parish Council is scheduled to be Wednesday 24th May 2023, in Chawleigh Village Hall at 7.30pm. |
| **2223-169** | **MEETING CLOSURE** |