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

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

Issue date: Wednesday 1st November 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 8th November 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** |
| **2324-091** | **APOLOGIES**  To receive apologies for absence |
| **2324-092** | **DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)**  To receive declarations of interest in items on the agenda |
| **2324-093** | **MINUTES**  To approve, as a correct record, the minutes of the Parish Council Meeting held on 27th September 2023. |
| **2324-094** | **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. |
| **2324-095** | **CHAWLEIGH COMMUNITY TRUST (CCT)**  To receive an update on the CCT activity since the last meeting. |
|  | *The Chairman to declare the meeting closed* |
| **2324-096** | **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* |
| **2324-097** | **FOOTPATH WORKS**  To receive a report from Cllr. Batty on the PROW work undertaken and in hand. In addition, to consider a proposed letter to landowners to clear a section of PROW between Gables and the Old Chapel. |
| **2324-098** | **PLAYING FIELD FENCE**  To hear a report from the Chairman on his proposal for repairing the damaged fence. |
| **2324-099** | **DISABLED TOILET TAPS**  To hear a report by the Chairman on his proposal for dealing with this. |
| **2324-101** | **PARISH LANDS CHARITY PARISH COUNCIL REPRESENTATION**  To consider who might represent the parish council on the charity, now that Cllr. Batty has resigned from the position. |
| **2324-101** | **SHED LEASE**  To consider updates on the progress of this lease. |
| **2324-102** | **CHURCHYARD MAINTENANCE**  To consider making a payment of grant to Chawleigh PCC towards the maintenance of the churchyard. |
| **2324-103** | **DEFIBRILLATOR**  Following the request from residents at the Handsford end of the parish for a new defibrillator to consider the provision of this, The overall cost of this would be just £1,000 plus VAT in accordance with the attached email from SWAST. |
| **2324-104** | **BANK RECONCILIATION**  To approve the attached 31st October 2023 Bank Reconciliation statement |
| **2324-105** | **RECEIPTS & PAYMENTS COMPARED TO BUDGET**  To receive the statement of Receipts and Payments compared to Budgets for the period from 1st April 2023 to 31st October 2023 (attached). |
| **2324-106** | **RECEIPTS & PAYMENTS SCHEDULE**  To approve the payment of the invoices on the schedule below for the period since the last meeting, as below: |
|  | |  |  |  |  | | --- | --- | --- | --- | | **PAYMENTS** |  |  |  | | **Payment to** | **Services** | **Amount**  **£** | **Payment No.** | | **2023/2024** |  |  |  | | Lilian Jones | Caretaker – November 2023 | 152.08 | SO | | RJ Martin | Salary November 2023 | 332.92 | 2324-23 | | HMRC | Tax Deduction November 2023 | 83.20 | 2324-23 | | IONOS | Website Domain – Nov 2023 | 4.80 | Card | | IONOS | Email Access – Nov 2023 | 7.20 | Card | | Lilian Jones | Caretaker – December 2023 | 152.08 | SO | | RJ Martin | Salary December 2023 | 332.92 | 2324-24 | | HMRC | Tax Deduction December 2023 | 83.20 | 2324-24 | | IONOS | Website Domain – Dec 2023 | 4.80 | Card | | IONOS | Email Access – Dec 2023 | 7.20 | Card | | Royal British Legion | Poppy Appeal | 25.00 | 2324-25 | |  |  |  |  | | **RECEIPTS** |  |  |  | | **Receipt from** | **Services** | **Amount**  **£** | **Method** | | **2023/2024** |  |  |  | | Devon County Council | P3 Grant – PROW | 1,000.00 | BAC | | Mid Devon District Council | Precept | 7,085.00 | BAC | | Jane Hall | Shop Rental | 170.76 | BAC | | NatWest Bank | Interest | 5.17 | BAC |   In addition, payments will be made for invoices received since the agenda was set. |
| **2324-107** | **PLANNING APPLICATIONS**  To consider the following Planning Applications and to agree comments: |
|  | 1. **Planning Applications made since the last meeting** |
|  | |  |  |  | | --- | --- | --- | | **Reference** | **Location** | **Proposal** | | 23/01540/HOUSE | Oak Barn Chawleigh Chulmleigh | Erection of double garage with games room above | | 23/01641/ARM | Land at NGR 270843 112725 (East of Holly House) Bells Close Chawleigh | Reserved Matters for the erection of 2 dwellings following Outline approval  23/00335/OUT |  1. **Decisions made by Mid Devon District Council since the last meeting**  |  |  |  |  | | --- | --- | --- | --- | | **Reference** | **Location** | **Proposal** | **Decision** | | None |  |  |  |  1. **Other Planning Matters**   None |
| **2324-108** | **2024/2025 BUDGET AND PRECEPT**  To consider the attached analyses of a draft Outturn for the current year and a budget for the next year alongside the effect of both on the Reserves Balances. |
| **2324-109** | **DATE OF NEXT MEETING**  The next meeting of Chawleigh Parish Council is scheduled to be Wednesday 13th December 2023, in Chawleigh Village Hall at 7.30pm. |
| **2324-110** | **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 to decide whether to close the meeting to the public and press on the basis of confidential business and personal details that need to be considered. |
| **2324-111** | **RACKENFORD SHOP AND POST OFFICE**  To consider a possible course of action to assist with ensuring the ongoing viability of the Rackenford Shop and Post Office. |
| **2324-112** | **MEETING CLOSURE** |