

Wednesday 27th September 2023

There was a meeting of Chawleigh Parish Council on Wednesday 27th September 2023 at 7.30pm held in the Chawleigh Village Hall.

Members Present: Parish Councillors Steve Godley (Chairman); Daphne Cockram; Henry Martin; Jan Flavin; Dave Stewart; Roger Ayling; Clive Eginton; Bert Batty.

Also Present: District Councillor Steve Keable

In attendance: Rob Martin, Clerk

No members of the general public.

MINUTES

2324-067 APOLOGIES

All parish councillors were present.

County Councillor Margaret Squires apologized as she was feeling unwell.

2324-068 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

The following personal interests were declared:

- The Chairman in relation to anything on the playing field & CCT
- Cllr. Cockram in relation to anything on the playing field and the small shed as she was on both of the committees involved.
- Cllr. Flavin whose husband was involved with the CCT
- Cllr. Martin as a trustee of the Parish Lands Charity
- Cllr. Batty as a trustee and secretary of the Parish Lands Charity

2324-069 MINUTES

On a proposal by Cllr. Ayling, seconded by Cllr. Batty, it was **Resolved** that the minutes of the Parish Council Meeting held on 16th August 2023 be **approved** as a correct record

2324-070 COUNCIL REPORTS

a) To receive the Clerk's Report

The clerk reported on matters arising since the agenda was circulated, as follows:

- The brushcutter had been purchased and delivered and a grant claim had been made.
- The joint training session at Lapford took place and 5 Chawleigh councillors attended.
- The Lloyds Bank account had now been set up and was working, and a Bulk Payment limit of £5,000 was being agreed. There would be a need for the chairman to receive a phone call from Stuart Gibbons of Lloyds for confirmation. On a proposal by Cllr. Stewart, seconded by Cllr. Batty, It was **agreed** that the clerk would transfer up to £15,000 from the Natwest account to Lloyds, at £5,000 a time as part of the transfer across.
- An email had been received from MDDC saying that David Parker had become the Town and Parish Council Liaison Officer.
- He had been working on the Charity Commission new 'Myaccount' set up to

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ensure that the Playing Field information could be updated. He had asked some councillors for personal details to be able to do this.

b) To receive the Chairman's Report

c) Other Councillor Reports

Cllr. Batty reported that he was still waiting for the PROW response to the work on the gate at West Hill Farm. The brushcutter came with a warranty and the clerk would ensure it was added to the insurance schedule.

2324-071 CHAWLEIGH COMMUNITY TRUST (CCT)

The chairman had no further updates on the CCT project.

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.

a) County Councillor

Cllr. Squires was not present.

b) District Councillor

District Cllr. Keable had produced a detailed report of District Council activity since the last meeting, which is reproduced as Appendix A of these minutes.

c) Members of the public

There were no members of the public present.

The Chairman to declare the meeting open

2324-073 FOOTPATH WORKS

Cllr. Batty said that he was using the new brushcutter which was working well. The finance for this had been provided by DCC through the P3 grant scheme and the clerk said that he had just had a notification that it had been paid but had not yet appeared in the bank account.

2324-074 DEFIBRILLATOR

The chairman said that the recent training session had been attended by 20 people, some of whom were renewing their skills but also some new ones. The chairman proposed that a second defibrillator in the Handsford area of the parish where there were around 6 or 7 properties. The residents there would be prepared to pay for the contract and he thought that it appeared to be a good idea. He had contacted the SWAST contact for Chawleigh and it was likely that a third unit could be available at £1,000 plus VAT.

2324-075 TRAINING FEEDBACK

The clerk requested feedback on the training session entitled 'Being a Good Councillor'. The general feeling was that the material covered was extensive and informative. The following points were made, however:

- Elise didn't introduce herself to the audience before she started,
- Although the information was relevant, there was too much detail to be absorbed,
- The length of the presentation at three hours was too long with members of the audience losing concentration after two hours.
- The venue was too crowded and hot and just not big enough for 17 people.

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2324-076 NOTICEBOARD AT SHOP

The noticeboard to the left of the shop entrance was now completely broken and the chairman said that he would be able to make one for less than £100 to pay for the materials. It was **Resolved** to agree to this plan.

2324-077 BUS SHELTER

The clerk had not heard from Mid Devon DC since having been told that they would arrange for the broken panel to be replaced as it was smashed by the council's grass cutting contractors in June 2023. He would contact them again.

Cllr. Cockram added that there was a missing roofing panel on the bus shelter. The chairman would have a look at what was required.

2324-078 PLAYING FIELD FENCE

Cllr. Cockram stated that some fencing had been badly damaged when the Ash trees were removed. The chairman would come up with a plan having had a look at it first.

2324-079 DISABLED TOILET TAPS

The tap in the disabled toilet is of a lever type and it occasionally gets left running, pushing the Jubilee Hall up as a result. He suggested that a sensor operated tap could be installed and believed that these operated using small batteries. It was agreed that this was a parish council responsibility, and the chairman would look at some options and report back.

2324-080 COMMUNITY ENERGY GRANTS

These government grants would be available this autumn to place solar panels on community buildings. It was **agreed** that the clerk would look more closely at the scheme to see whether it would be suitable for the shop or the village hall.

2324-081 BLEED CONTROL KITS

The chairman had seen these installed elsewhere and suggested one or two for Chawleigh. The conclusion was, however, that this might be looked at in the future but not now.

2324-082 SHED LEASE

Councillors were concerned that the preparation of this lease had taken too long. An advance for the Parish Lands Committee legal expenses totaling £980 including VAT had already been paid in October 2022

Lindsay, the parish council solicitor, had responded in the last two days saying that she was awaiting a response sent in July 2023 on some outstanding questions. It appeared that the ball was firmly in the Lands Committee's court to move this to a conclusion. Cllr. Batty would continue representing the Lands Committee and endeavour to push this to a conclusion.

2324-083 GRANT FUNDING POLICY REVIEW

The clerk had circulated the current funding policy document in order to clarify the agreed methodology for funding parish council grants from the rental collected from the shop. It was

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Resolved that the policy remain unchanged and that the availability of such grant funding being made more open and apparent.

2324-084 INTERNAL AUDIT

On a proposal by Cllr. Batty, seconded by Cllr. Stewart, it was **Resolved** to reappoint Mulberry & Co. as Internal Auditor at a revised hourly rate of £65 (£60 in 2022/23) fixed for the next three years.

2324-085 BANK RECONCILIATION

The 21st September 2023 Bank Reconciliation statement was **Approved**.

2324-086 RECEIPTS & PAYMENTS COMPARED TO BUDGET

The statement of Receipts and Payments compared to Budgets for the period from 1st April 2023 to 21st September 2023 was **Approved**

2324-087 RECEIPTS & PAYMENTS SCHEDULE

On a proposal by Cllr. Flavin, seconded by Cllr. Cockram it was **Resolved** to approve the payment of the invoices on the schedule below for the period since the last meeting:

PAYMENTS

Payment to	Services	Amount £	Payment No.
2023/2024			
Four Seasons Trees	Ash Tree Clearance	2,700.00	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	2324-22
HMRC	Tax Deduction October 2023	83.20	2324-22
IONOS	Website Domain – Oct 2023	4.80	Card
IONOS	Email Access – Oct 2023	7.20	Card

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Jubilee Hall	Room Hire	165.00	2324-20
Lilian Jones	Consumables	26.00	2324-21

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

2324-088

PLANNING APPLICATIONS

The following planning application decisions were **Approved**.

a) Planning Applications made since the last meeting

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 decision Notice Decision: No Comment

b) Decisions made by Mid Devon District Council since the last meeting

The following MDDC decisions were **noted**

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
23/01053/FULL	Turnpike Cottage Chawleigh	Listed Building Consent for replacement windows and	Listed Building

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	Chulmleigh Devon	doors to include replacement of one window with doors on side elevation.	Consent given
23/01083/LBC	Land at NGR 268209 111511 Eggesford Close Eggesford Devon	Variation of condition 2 of planning permission 21/02448/FULL (Erection of a dwelling) to allow substitution of approved plans	Approval
23/01417/PNAG	Land and Buildings at NGR 272407 111069 Nutson Farm Chawleigh Devon	Prior Notification for the erection of an agricultural livestock and storage building	Prior Notification not needed

c) 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 CONFIDENTIAL MATTERS

On a proposal by the chairman, it was **Resolved** to close the meeting to members of the public and the press in order to consider a sensitive matter.

2324-091 MEETING CLOSURE

The open meeting closed at 8.41pm.

2324-092 COMMUNITY FACILITY

The parish council considered a wide range of concerns of a confidential nature regrading an important community facility and guided the clerk on a potential way forward.

2324-093 MEETING CLOSURE

The closed meeting ended at 9.20pm

Signed:.....

Date:.....

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST

Appendix A

Mid Devon District Council report for Chawleigh Parish Council
27th September 2023
Cllr Steven Keable, Taw Vale Ward

Support for care leavers

1. I am extremely proud that Mid Devon was the first local authority in Devon to exempt care leavers under 25 years old from Council Tax. This is to support care leavers who already face challenges when they leave care as they learn to budget their finances independently and move into their own accommodation. The change will be applied retrospectively from the start of the current Council in April 2023.

3-Rivers Developments

2. Back in 2017 the Council decided to set up a wholly owned property development company called 3 Rivers Developments. This aimed to deliver high quality homes in Mid Devon, while providing a financial return to the Council. The original decision to start the company was made against a backdrop of significant funding cuts from Central Government, and at a time when councils were being encouraged to come up with new funding streams to support service delivery – a model referred to as ‘trading and charging’. I think we can all agree that did not go to plan, not just here in Mid Devon but across the country where similar trading ventures are failing with dire implications for local Councils who are already struggling after years of austerity.
3. While 3 Rivers has delivered successful housing projects since it began, notably the Orchard in Halberton, Threwstones in Tiverton, and a development of social housing in Burlescombe, its largest project at St Georges Court in Tiverton has encountered a litany of issues which resulted in a loss on that development.
4. At the start of this year an external report looking at all feasible future options for the company was commissioned, which reported back to Cabinet in early August, and to Full Council on 6th September. It identified four options:
 - i. Do nothing, which would rely on the Council approving future projects as no active business plan was currently agreed.
 - ii. Place the company in Administration, which would trigger a fire sale of its assets and remove oversight from the Council.
 - iii. Soft closure, allowing for the two in-progress builds at Bampton and Tiverton to be completed, for suppliers and tradesmen to be fully paid, and for assets to be sold for the best market return.
 - iv. Company Voluntary Liquidation, which would require the in-progress builds to be sold as-is and the profit on its Bampton development would belong to the buyer.
5. These options were considered alongside internal and external professional advice, and after extensive questions from the public and wider members, option iii, the soft closure, was recommended by Cabinet as it provided the best financial return and lowest overall risk to Mid Devon residents by a notable margin. This was approved unanimously by the Full Council with the acknowledgement that further external professional advice would need to be commissioned to deliver it, and that there would be regular reporting back to Cabinet to allow members –and the public– to openly monitor the progress.
6. Independently, the Council’s Scrutiny committee has also committed to a ‘lessons-learned’ exercise to identify where, why and how the Council got to this place, and to ensure that we never again allow it to happen. I understand this is on the work plan from November and encourage all to attend the public

meetings.

Medium Term Financial Plan

7. Mid Devon is currently looking at its Medium-Term Financial Plan (MTFP) for 2024/25 (next year) through to 2028/29, and the plan for the General Fund –which manages all non-housing services– was presented to Cabinet on 19th September. This should be considered as a ‘direction of travel’ and sets out the strategy for managing the district’s finances while delivering its priorities to residents (both statutory and discretionary). It also sets out the financial risks facing the Council during that period. (The Housing Revenue Account MTFP will be considered separately as it is independent and faces its own unique outlook and risks.)
8. Whilst there is a certain amount of assumption needed to predict the future, it is not guesswork. There are professional accounting processes to evaluate these prudently to mitigate risks, and MTFPs are an important aid for the upcoming budget setting.
9. A decade of austerity has seen Central Government cut the district’s funding by £5m annually, with an increased reliance on one-off grants which are difficult to budget for when looking at a 4-year plan. Covid-19 saw significant reductions in income, which are only just recovering in areas such as leisure and car parking. Energy costs and the cost-of-living crisis have required funds to be reallocated to support our communities. (Nationally, these costs mean that austerity measures are likely to continue.) Lastly, and crucially, inflation has increased the prices we pay for goods and services and will be reflected in the pay award to staff which is a significant cost for Mid Devon.
10. The forecast shortfall for 2024/25 can be attributed to the removal of the one-off targets included within the 2023/24 budget, the reduction in funding across Business Rates and government grants, plus the inflationary uplift driven by the cost-of-living crisis. The sum of these pressures has added £2.1m to Mid Devon’s cost base for next year. In the simplest of terms: over £1m of that is due to inflation, with the remainder attributable to the budgeting decisions at the end of the previous Council.
11. Despite the challenges, Mid Devon continues to deliver a wide range of well performing services and will continue to invest in services where they deliver value for our communities. We will keep investing in options to reduce energy consumption, for example switching from gas to renewable energies and significant improvements at our leisure centres. Cabinet have agreed to source 100% of our from-grid electrical energy from renewable sources from 1st October. Further options include lowering the heating temperature of our buildings and swimming pools, isolating areas of buildings where heating can be switched off entirely and increasing our solar energy capture.
12. Cabinet have agreed the principles and approach to balancing the next budget, the areas it believes are important to protect to deliver the most important services such as retaining our skilled staff base, and to seek recommendations from the Policy Development Groups (PDGs) on appropriate fees for chargeable services, areas where savings could be sought and to what level, but also inviting further ideas. Those PDGs will meet through October, and if you wish to provide representation your attendance would be welcomed. Remember you can speak to the committee members at any time as we are your elected Councillors too.

Changes to waste collection services

13. On recommendation from the Environment PDG, Councillors have agreed to two changes affecting waste collection services in Mid Devon: The first is to postpone the trial of weekly recycling collections to allow for an evaluation of the effectiveness of the current scheme, and the second is to cease collecting side waste from 1st October. Whilst the latter was always intended to happen under the scheme when it was first agreed, any change around waste collections is likely to generate worry for our residents so the discussion around it was understandably quite robust and challenging in the three public meetings where it was discussed.

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14. The minutes of Environment PDG on 15th August, Cabinet on 29th August, and Full Council on 6th September include greater detail, but in summary of the key discussion points:
- i. Our recycling rate has increased to just under 60%, which is very encouraging. The collection of further types of recyclables will now be considered, which has been a long-term aim of the new administration. This will divert waste from landfill and reduce the occurrence of side waste.
 - ii. Other top-performing local authorities have a zero-tolerance approach and do not collect side waste. It is important to note that we are a top-performing local authority in this context.
 - iii. Concern was raised over what 'cease collecting' meant in practise, for example would refuse be left in the street for weeks at a time. It was explained that initially households would be contacted with a view to education and providing the correct containers, but if further breaches continued then Section 46 would be applied. This would be a formal warning that would last for 1 year and would only then be escalated further if this warning was breached.
 - iv. It was explained that the Council would not let the district become untidy and that they were asking for residents to comply with the existing scheme. The Council would ensure that residents had the appropriate number of containers and bins to meet their needs, and would continue its education programme and ad hoc collections should the build-up of waste become a local problem.
 - v. Progress will be monitored and reported back to the Environment PDG, and I implore all interested to attend those meetings.
15. To be clear: it is in no one's interest to have waste building up that cannot be disposed of. Mid Devon will work with residents, and where necessary landlords, to ensure problems are identified and resolved correctly.

Energy saving grants

16. Mid Devon are working with Energy Saving Devon Partnership, formerly Cosy Devon, to provide eligible residents with access to two schemes to save money and energy: Homes Upgrade Grant (installs energy efficiency upgrades to homes not connected to the gas grid), and an expansion of ECO4 to reach more households (supporting low- income and vulnerable households with home improvements to reduce energy bills.) These, along with signposting to many other offers of support, can be found at <https://www.middevon.gov.uk/residents-financial-support/>.

That web page is updated regularly and is my first stop when I need to refer a resident to available help.

Housing Revenue Account / Mid Devon Housing provision of new social housing

17. The Housing Revenue Account (HRA), which manages the Council's social and affordable housing under the name Mid Devon Housing (MDH), has provided options for potential large sites within its 5-year development programme. The sites considered were Post Hill, Tiverton, St Georges Court, Tiverton and Knowle Lane, Cullompton. Cabinet considered these proposals on 29th August, and agreed the option that would deliver 499 new social and affordable homes by 2027/28, with a surplus of around £1.5m to MDH. This represents a significant escalation of our strategic investment in social housing in the district, increasing from previous targets of around 160 to instead deliver just one short of 500 new homes.
18. Concentrating on the two Tiverton sites:
- i. Post Hill: It was reported that the final cost could be as much as £22.5m, excluding the land purchase cost.

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The site would not be eligible for 40% Right to Buy funding, or the 45% Homes England Affordable Homes Programme, and as a greenfield site is ineligible for Brownfield Release Funding.

The average build price would be £351k per unit (compared to £185k for a modular build, and £205k for a traditional build on a more suitable site). To put this into context, the build cost would be greater than the market valuation.

Therefore, considered with other information, it was agreed that MDH should not progress with its development and tender for 70 units on this site.

A specific business case will be required setting out the alternative options for the site most likely to secure alternative housing delivery. Potential alternative options could be to sell to a housing association who can access strategic Homes England funding to improve the value for money, shared ownership, the Rentplus model (rent to buy), or the retention of the site and exploring options such as affordable custom and self-build dwellings.

- ii. St Georges Court: This site comprises 15no. 1-bed and 13no. 2-bed apartments, 9no. 2-bed terrace houses, and 1 each 2-bed and 3-bed semi-detached houses. (39 units/64 beds.) This site would be eligible for 40% Right to Buy funding, and by utilising that funding early later projects could make greater use of more favourable grants (I will touch on why that is in a moment). The site represents good value for money with an estimated post-adaptation cost of £8.75m leading to a £224k unit price.

After application of £3.46m Right To Buy receipts which reduces the final cost to £5.29m, the average end unit cost would be £136k. The intent is to create an over-60s community (with suitable flexibility) in modern high-specification homes in the heart of the Tiverton town centre community.

This was agreed, subject to an independent and agreed market valuation, creating a mix of 28 social rent and 11 affordable rent homes to meet a specific, identified, local demand.

19. There a lot of misinformation being shared about what precisely it means for MDH to purchase St Georges Court, with talk of it being one hand bailing out another, shovelling good money after bad, and confusing that specific site with 3 Rivers Developments as an entity. I don't believe this to be deliberate – it is understandable because it is not a simple topic to explain in isolation. Therefore, I will try to concisely set out why I supported this decision:
20. MDH is a registered provider of social housing and therefore is required to comply with the strict regulatory framework set down by the Regulator for Social Housing (RSH). Under those regulations there are specific economic and consumer standards that MDH must comply with that cover governance, viability, value for money, and ensuring that rents are set in accordance with Government policy. There is no subjectivity in those rules.
21. District Valuer Services (part of the Government's Valuation Office Agency) will value the properties which sets both the fair purchase price and the social rents. That is the standard process for all public housing providers. When purchasing homes for social housing stock there is no special treatment given, nor indeed is it even possible to give, that considers the cost of the original builds or their financing, or the closeness of the seller. The grants and other funding sources Mid Devon rely on to reduce local taxpayer exposure to costs also have their own non-negotiable rules around viability and value-for-money.
22. Some of the funding available to MDH is time-limited. In the past Mid Devon has been (in my opinion rightly) criticised for not making use of time-limited funds that were available for social housing. At a time of such

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high demand for local housing to repeat that mistake would be inexcusable. Currently there are £4.1m in 40% Right To Buy receipts available, of which £3.46m is projected to be available here (subject to the agreed valuation). By maximising this use this early, Homes England is supportive of accelerating their 45% Affordable Homes Programme funding which provides more flexibility and a reduction in future funding needs (which is primarily from borrowing).

23. That helps to increase the viability of the next social housing options on the plan, and represents circa £8m less future borrowing compared to the previous plan. That is a significant reduction in future risk and loan interest, notwithstanding that the previous plan also carried a funding deficit of £2m minimum versus the now £1.49m projected HRA MTFP surplus.
24. The options that were agreed provide the best overall value for money, and the most balanced, lowest overall risk position to MDH in isolation of the many valid concerns around 3 Rivers Developments. They are two separate things, and conflating them only serves to make harder the already difficult task of accelerating Mid Devon's social housing provision towards our ambitious target of 500 new homes over the next 5 years – representing nearly 2 new homes each week, every week.
25. When talking about these topics, please be mindful that long after the politics are forgotten these will still be people's homes, and the language we use to describe them is public record.

Leisure services user feedback

26. There is also a live survey on letstalk.middevon.gov.uk to gather feedback on leisure and fitness users within the district. If you are a leisure centre user, or know residents who are, please do complete the survey. The Community PDG will be looking at how our leisure services are provided in the coming months and it is important to ensure all users' views are heard.

Motions agreed by Full Council

27. Unanimous support was given at the 6th September Council meeting that sought information from Devon County Council on the unsafe conditions of our roads. There is to be an on-line register where individuals can record their protest to the condition of our roads.
28. Representations have been made on the closure of railway ticket offices.

Thought for the day

29. Cllr Frank Letch MBE, Chair of the District Council, opens each Full Council meeting with a thought for the day. I believe his thought from the meeting on 6th September is worth repeating and reflecting on:
 "90-95% of what we do in local government has nothing to do with politics, and that's its strength."
 The agendas for the following PDG meetings have not been published, however the MTFP and potential savings ideas relevant to each PDG will be discussed:
 Thursday 5th October – Economy PDG @ 5.30pm
 Tuesday 10th October – Environment PDG @ 5.30pm
 Tuesday 24th October – Community PDG @ 2.15pm

Next Cabinet – Tuesday 17th October 2 5.15pm

Next Full Council – 1st November @ 6pm

All meetings are available on-line through links provided on the MDDC Website

Councillor Steven Keable,

skeable@middevon.gov.uk

Taw Vale Ward and Cabinet Portfolio Holder for Planning & Economic Regeneration

Appendix A

Referenced meetings and other resources

1. Reports and Minutes for the Cabinet 1st August (re. care leavers exemption)
<https://democracy.middevon.gov.uk/ieListDocuments.aspx?Cid=133&Mid=1738>
2. Reports and Minutes for the Environment PDG 15th August (re. waste changes)
<https://democracy.middevon.gov.uk/ieListDocuments.aspx?Cid=135&Mid=1762> NB: Public questions from Cllr Beard relating to the waste changes.
3. Reports and Minutes for the Cabinet 16th August (re. 3RDL options)
<https://democracy.middevon.gov.uk/ieListDocuments.aspx?Cid=133&Mid=1836>
4. Reports and Minutes for the Scrutiny Committee 24th August (re. 3RDL lessons learnt announcement for their future work plan)
<https://democracy.middevon.gov.uk/ieListDocuments.aspx?Cid=131&Mid=1837>
5. Reports and Minutes for the Cabinet 29th August (re. HRA large site options, waste changes, and also the Q1 budget monitoring and corporate performance reports)
<https://democracy.middevon.gov.uk/ieListDocuments.aspx?Cid=133&Mid=1739>
6. Reports and Minutes for the Full Council 6th September (re. care leavers, waste changes, 3RDL soft closure, and others) <https://democracy.middevon.gov.uk/ieListDocuments.aspx?Cid=156&Mid=1813>
NB: Public questions from Cllrs Griggs, Beard, Bridger, and Bush, mostly relating to the HRA large site options, and the 3RDL soft closure with the following exceptions: Cllr Beard also raised concerns about inadequate consultation in the areas around St Andrew's Street North, and the Scrutiny future work plan. Cllr Bridger also spoke about apologies, and a motion to ban live animals as competition prizes. Cllr Bush also spoke about compliance with housing policy.
(Written answers were not available at the time of this report.)
7. Mid Devon Leisure Fitness Survey
<https://letstalk.middevon.gov.uk/hub-page/leisure>

clerk@chawleighparishcouncil.uk

From: dardesk1@btinternet.com
Sent: 19 October 2023 11:07
To: clerk@chawleighparishcouncil.uk
Subject: Grant from Parish Council

Dear Rob

I recall that the Parish Council customarily makes an annual grant to the Parish Church in respect of churchyard maintenance. This grant of £300 is much appreciated.

I just wanted to check, if I may, whether we might expect to receive a grant of this amount for 2023.

I look forward to hearing from you.

Many thanks
David

David Richardson
Secretary to the PCC, Chawleigh St James'
Bleasdale, Chawleigh, Chulmleigh EX18 7HR
01769 580070
07917 668235

clerk@chawleighparishcouncil.uk

From: Steve Godly <sgodly@chawleighparishcouncil.uk>
Sent: 02 November 2023 09:52
To: Chawleigh
Subject: Fwd: New defib

Found it!!

Sent from my iPhone

Begin forwarded message:

From: steve godly <stevegody@hotmail.co.uk>
Date: 6 October 2023 at 12:30:07 BST
To: Jessica Courtney <Jessica.Courtney@swast.nhs.uk>
Cc: Clare Howkins <tcs40@hotmail.co.uk>
Subject: Re: New defib

Hi Jessica

Thanks for the information, I will let you know asap.
Only query is the date part??

Thanks
Steve

Sent from my iPhone

On 6 Oct 2023, at 12:26, Jessica Courtney <Jessica.Courtney@swast.nhs.uk> wrote:

Hi Steve,

Thank you for your email and patience.

You are able to add a third unit to this scheme providing it is before 21/03/2023 - if you can confirm you wish to proceed I can include you in the next lot of ordering to get this one sorted in time. It would be £1000.00+VAT 😊

I hope this helps, any questions or probs let me know!

Kind regards,

Jessica Courtney | Assistant Community Responder Officer – North & East Devon
South Western Ambulance Service NHS Foundation Trust

Please note I am an advocate of flexible working. So, whilst it suits me to send this email now, there is no expectation of a response or action outside of your own working hours.

Direct Line 07769931339 | Web

<https://emea01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.swast.nhs.uk%2F&data=05%7C01%7C%7C630e00ccac2d424bdf0708dbc65f1c83%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638321884032770759%7CUnknown%7CTWFpbGZsb3d8eyJWljiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6IjEhaWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=iKI3pkmWTygZnXmTKorcBWDAPADhyAP4BP85pO1EaJI%3D&reserved=0> | E-Mail Jessica.Courtney@SWAST.nhs.uk

Trust Headquarters, South Western Ambulance Service, Unit 3, Abbey Court, Eagle Way, Sowton Industrial Estate, EX2 7HY

-----Original Message-----

From: steve godly <stevegody@hotmail.co.uk>

Sent: Friday, September 22, 2023 7:37 AM

To: Jessica Courtney <Jessica.Courtney@SWAST.nhs.uk>

Cc: Clare Howkins <tcs40@hotmail.co.uk>

Subject: New defib

Please be aware. This email originated from outside the organisation. Do not click on links or open attachments unless you recognise the sender and know the content is safe.

Morning Jessica

Thank you very much for the training on Wednesday in Chawleigh, it was really good.

As per our conversation there is an interest in having a 3rd unit in Chawleigh Parish.

Could you please confirm if this is possible, if we can tie it in with our current contract & the price.

Many thanks

Steve Godly

Sent from my iPhone

2324-10A

CHAWLEIGH PARISH COUNCIL

BANK RECONCILIATION AS AT 31 OCTOBER 2023

		£	£
Bank Balances	31 October 2023		
	Natwest Current Account	20,804.15	
	Lloyds Current Account	6,319.44	
	Shop Account	11,841.65	
	Savings Account	<u>4,075.77</u>	
			43,041.01
Uncleared Payments			
			-
TOTAL BALANCES			<u>43,041.01</u>
Balance at 1/4/2022	Current Account	22,897.68	
	Shop Account	10,560.95	
	Savings Account	<u>4,045.61</u>	
			37,504.24
Plus Receipts		20,294.24	
Less Payments		<u>(14,757.47)</u>	
			5,536.77
TOTAL BALANCES			<u>43,041.01</u>
Reconciliation			<u>-</u>



Transactions

Your transactions

Account type: **Business Current**

Account number: **06109314**

Sort code: **555029**

Account name: **SLA CHAWLEIGH PC**

Date: **02 Nov 2023**

Showing: **02 Oct 2023 to 01 Nov 2023, All Transactions**

Date	Type	Description	Paid in	Paid out	Balance
31 Oct 2023	S/O	LILIAN JONES , SALARY , FP 31/10/23 30 , 48023134538954000N		£152.08	£20,804.15
20 Oct 2023	DPC	ROB MARTIN , SALARY OCT 23 , VIA ONLINE - PYMTB, FP 20/10/23 40 , 31023148633406000N		£332.92	£20,956.23
20 Oct 2023	DPC	TAX DEDUCTION , 120PS00612467 , VIA ONLINE - PYMTB, FP 20/10/23 40 , 33023148638519000N		£83.20	£21,289.15
16 Oct 2023	POS	5548 12OCT23 , IONOS CLOUD LTD , GLOUCESTER GB		£4.80	£21,372.35
12 Oct 2023	POS	5548 09OCT23 , IONOS CLOUD LTD , GLOUCESTER GB		£7.20	£21,377.15
04 Oct 2023	BAC	MDDC CREDITORS , REF - 00006	£7,085.00		£21,384.35
02 Oct 2023	S/O	LILIAN JONES , SALARY , FP 02/10/23 30 , 12013234139986000N		£152.08	£14,299.35

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2324-107



Treasurers Account Statement

Printed: 02 November 2023

Chawleigh Parish Council Sort code 30-99-50 Account number 78202260
 14 STATION ROAD BIC: LOYDGB21287 IBAN: GB84 LOYD 3099 5078 2022 60
 YEOFORD
 CREDITON
 DEVON
 EX17 5HU

The data shown on your statement was correct at the time of printing. Please remember, this isn't an official bank copy.

Please check your statement. If you think that something looks incorrect, please call us on 0345 072 5555 Monday to Friday, 7:00am - 8:00pm; Saturday, 9:00am - 2:00pm (+44 (0) 1733 347 338, from outside the UK). Or Textphone 0345 601 6909.

Date	Description	Type	In (£)	Out (£)	Balance (£)
18 Oct 23	HMRC VTR XJV126000103078	BGC	1319.44		6319.44

Lloyds Bank plc Registered Office: 25 Gresham Street, London EC2V 7HN. Registered in England and Wales no. 2065. Telephone: 0207 626 1500.

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under Registration Number 119278.

Eligible deposits with us are protected by the Financial Services Compensation Scheme (FSCS). We are covered by the Financial Ombudsman Service (FOS). Please note that due to FSCS and FOS eligibility criteria not all business customers will be covered. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk/.

2324-104



Transactions

Your transactions

Account type: **Business Current**

Account number: **61058599**

Sort code: **555029**

Account name: **SLA CPC COMMUNITY BU**

Date: **02 Nov 2023**

Showing: 02 Oct 2023 to 01 Nov 2023, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
26 Oct 2023	BAC	CHAWLEIGH VILLAGE., JANE HALL (RENT) , FP 26/10/23 0121 , 300000001229802538	£42.69		£11,841.65
19 Oct 2023	BAC	CHAWLEIGH VILLAGE., JANE HALL (RENT) , FP 19/10/23 0111 , 600000001222336000	£42.69		£11,798.96
12 Oct 2023	BAC	CHAWLEIGH VILLAGE., JANE HALL (RENT) , FP 12/10/23 0114 , 200000001214906919	£42.69		£11,756.27
05 Oct 2023	BAC	CHAWLEIGH VILLAGE., JANE HALL (RENT) , FP 05/10/23 1649 , 400000001220151435	£42.69		£11,713.58

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2324-104



Transactions

Your transactions

Account type: **Business Reserve Account**

Account number: **61032069**

Sort code: **555029**

Account name: **SLA CHAWLEIGH PC**

Date: **02 Nov 2023**

Showing: 02 Oct 2023 to 01 Nov 2023, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
31 Oct 2023	INT	31OCT GRS 61032069	£5.17		£4,075.77

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CHAWLEIGH PARISH COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT MONITOR

31 October 2023

2022/2023 Actual £		2023/2024 Budget £	2023/2024 to date £	% of Budget %
RECEIPTS				
2,220	Shop Rent	2,220	1,280.70	58
13,567	Precept	14,170	14,170.00	100
18	Interest	10	30.16	302
5,524	Grants & Other Donations	-	1,557.60	-
948	Defibrillator Donations	-	350.00	-
1,743	VAT	-	2,905.78	-
-	Section 106 Income	-	-	-
24,019	TOTAL Receipts	16,400	20,294.24	124
PAYMENTS				
Administration				
-	External Audit	210	-	-
183	Internal Audit	240	225.00	94
35	ICO	35	35.00	100
-	Email/Website	-	-	-
690	Insurance	800	808.55	101
-	Elections	2,000	147.35	7
230	IT&C	400	199.59	50
-	Printing	-	-	-
-	Office Consumables	100	46.45	46
-	Postage	50	-	-
33	Refreshments	50	-	-
270	Venue Hire/Zoom	350	411.50	118
Clerk & Councillors				
4,993	Clerk's Salary	5,300	2,912.84	55
-	NI	-	-	-
-	Locum Clerk	-	-	-
100	Clerk's Expenses	150	-	-
-	Councillor Expenses	-	-	-
-	Councillor Allowances	-	-	-
-	Training & Development	300	-	-
Subscriptions				
133	DALC/NALC	160	161.00	101
51	SLCC	60	44.00	73
-	The Dart	-	-	-
Public Toilets				
1,825	Cleaner	2,130	1,064.56	50

CHAWLEIGH PARISH COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT MONITOR

31 October 2023

2022/2023 Actual £		2023/2024 Budget £	2023/2024 to date £	% of Budget %
24	Consumables	200	76.26	38
-	Maintenance	200	-	-
	Village Shop			
122	Shop Maintenance	200	-	-
-	Storage Facility	-	-	-
		-		-
	Playing Field			
-	Annual Inspection	110	96.00	87
-	Grass Cutting	900	1,440.00	160
-	DAA Light Maintenance	100	-	-
40	General Maintenance	-	-	-
121	Picnic Benches	-	-	-
2,800	Play Equipment	-	-	-
-	Goalpost	-	285.84	-
	Telephone Kiosk			
-	Maintenance	-	-	-
	Community Storage			
820	Solicitors Fees	750	756.00	101
	Maintenance			
230	Council Asset Inspection	-	-	-
513	Verge Cutting	1,100	-	-
-	Landscaping	-	-	-
100	Weed Spraying	110	375.00	341
-	Highway Improvements	-	-	-
-	Noticeboard	-	-	-
-	Tree Surgery	3,000	2,304.00	77
798	PROW Improvements	-	1,095.83	-
2,888	Defibrillator	-	27.50	-
	Events			
1,625	QE2 Platinum Jubilee	-	-	-
-	Coronation Celebration	1,000	668.76	67
	Grants & Donations			
-	Parish Grant	-	-	-
300	Churchyard Grant	300	-	-
208	Hot Lunch Venue	300	255.00	85
-	CCT	-	-	-
-	Hall Refurbishment	-	-	-
25	Poppy Appeal (S137)	25	-	-
-	General Donations (S137)	500	-	-

CHAWLEIGH PARISH COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT MONITOR
31 October 2023

2022/2023 Actual £		2023/2024 Budget £	2023/2024 to date £	% of Budget %
-	Warm Room	500	-	-
2,111	VAT	-	1,321.44	
21,266	TOTAL Payments	21,630	14,757.47	
(2,753)	Net Payments/(Receipts)	5,230	(5,536.77)	
(34,751)	Balance b/f	(37,504)	(37,504.24)	
(2,753)	Net Payments/(Receipts)	5,230	(5,536.77)	
(37,504)	Current Balance	(32,274)	(43,041.01)	

CHAWLEIGH PARISH COUNCIL

2024-2025 BUDGET ANALYSIS

2022/2023 Actual £		2023/2024 Budget £	2023/2024 Outturn £	2024/2025 Budget £
24	Consumables	200	100	200
-	Maintenance	200	-	200
	Village Shop			
122	Shop Maintenance	200	-	200
-	Storage Facility	-	-	-
-	Grant	-	5,000	-
	Playing Field			
-	Annual Inspection	110	96	110
-	Grass Cutting	900	1,920	2,000
-	DAA Light Maintenance	100	-	100
40	General Maintenance	-	-	-
121	Picnic Benches	-	-	-
2,800	Play Equipment	-	-	-
-	Goalpost	-	286	-
	Telephone Kiosk			
-	Maintenance	-	-	-
	Community Storage			
820	Solicitors Fees	750	1,400	-
	Maintenance			
230	Council Asset Inspection	-	-	-
513	Verge Cutting	1,100	-	1,100
-	Landscaping	-	-	-
100	Weed Spraying	110	375	110
-	Highway Improvements	-	-	-
-	Noticeboard	-	-	-
-	Tree Surgery	3,000	2,304	-
798	PROW Improvements	-	1,096	-
2,888	Defibrillator	-	28	-
	Events			
1,625	QE2 Platinum Jubilee	-	-	-
-	Coronation Celebration	1,000	669	-
-	D-Day Commemoration	-	-	-
	Grants & Donations			
-	Parish Grant	-	-	-
300	Churchyard Grant	300	300	300
208	Hot Lunch Venue	300	400	300
-	CCT	-	-	-
-	Hall Refurbishment	-	-	-
25	Poppy Appeal (S137)	25	25	25

CHAWLEIGH PARISH COUNCIL

2024-2025 BUDGET ANALYSIS

2022/2023 Actual £		2023/2024 Budget £	2023/2024 Outturn £	2024/2025 Budget £
RECEIPTS				
2,220	Shop Rent	2,220	1,281	2,220
13,567	Precept	14,170	14,170	14,170
18	Interest	10	50	10
5,524	Grants & Other Donations	-	1,558	-
948	Defibrillator Donations	-	350	-
1,743	VAT	-	2,906	-
-	Section 106 Income	-	-	-
24,019	TOTAL Receipts	16,400	20,314	16,400
PAYMENTS				
Administration				
-	External Audit	210	-	210
183	Internal Audit	240	225	240
35	ICO	35	35	35
-	Email/Website	-	-	-
690	Insurance	800	809	880
-	Elections	2,000	147	-
230	IT&C	400	280	400
-	Printing	-	-	-
-	Office Consumables	100	100	100
-	Postage	50	-	50
33	Refreshments	50	-	50
270	Venue Hire/Zoom	350	600	350
Clerk & Councillors				
4,993	Clerk's Salary	5,300	5,300	5,600
-	NI	-	-	-
-	Locum Clerk	-	-	-
100	Clerk's Expenses	150	150	150
-	Councillor Expenses	-	-	-
-	Councillor Allowances	-	-	-
-	Training & Development	300	-	300
Subscriptions				
133	DALC/NALC	160	161	180
51	SLCC	60	44	60
-	The Dart	-	-	-
Public Toilets				
1,825	Cleaner	2,130	2,130	2,300

CHAWLEIGH PARISH COUNCIL

2024-2025 BUDGET ANALYSIS

2022/2023 Actual £		2023/2024 Budget £	2023/2024 Outturn £	2024/2025 Budget £
-	General Donations (S137)	500	-	500
-	Warm Room	500	-	500
2,111	VAT	-	1,321	-
21,266	TOTAL Payments	21,630	25,300	16,550
(2,753)	Net Payments/(Receipts)	5,230	4,986	150
(34,751)	Balance b/f	(37,504)	(37,504)	(32,518)
(2,753)	Net Payments/(Receipts)	5,230	4,986	5,230
(37,504)	Current Balance	(32,274)	(32,518)	(27,288)

CHAWLEIGH PARISH COUNCIL

GENERAL & EARMARKED RESERVES

	31/03/2024				31/03/2025
	Outturn £	Transfer £	Income £	Spend £	Budget £
General Reserve	17,252.25	-	14,180.00	(16,350.00)	15,082.25
Earmarked Reserves					
Replacement Laptop & Printer	-	-	-	-	-
Shop Emergency Repairs	3,000.00	-	-	-	3,000.00
Shop Rental Fund	6,841.65	-	2,220.00	(200.00)	8,861.65
Public Toilet Emergency Repairs	1,000.00	-	-	-	1,000.00
Chawley Community Trust	-	-	-	-	-
Replacement Playing Field Equipment	2,000.00	-	-	-	2,000.00
Chawleigh Playing Field Event 2019	1,076.88	-	-	-	1,076.88
Legal Fees for leases	-	-	-	-	-
Section 106 Unallocated	-	-	-	-	-
Defibrillator Fund	532.10	-	-	-	532.10
P3 PROW	815.17	-	-	-	815.17
	32,518.05	-	16,400.00	(16,550.00)	32,368.05