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

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

Issue date: Wednesday 20th March 2024

*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 March 2024 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** |
| **2324-167** | **APOLOGIES**To receive apologies for absence |
| **2324-168** | **DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)**To receive declarations of interest in items on the agenda  |
| **2324-169** | **MINUTES**To approve, as a correct record, the minutes of the Parish Council Meeting held on 23rd February 2024. |
| **2324-170** | **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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|  | *The Chairman to adjourn the meeting to allow public participation* |
| **2324-171** | **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 reopen the meeting* |
| **2324-172** | **FOOTPATH WORKS**To receive a report from Cllr. Batty on the PROW grant returns for PROW work during 2024/2025 a copy of which is attached. |
| **2324-173** | **POTENTIAL FLY TIPPING**To consider whether there is anything the parish council can do on the land just above the sewage works on Stonemill Hill where rubbish is accumulating. |
| **2324-174** | **CHAWLEIGH VILLAGE STORE**To receive an update from the clerk on the production of monitoring information for the shop subsidy.  |
| **2324-175** | **PUBLIC SPACES PROTECTION ORDER**To consider the attached request from MDDC to confirm that the restriction to dogs access on the Playing Field (not the Play Area) should be conditional on them being on a lead. |
| **2324-176** | **GOVERNANCE – POLICY REVIEWS**Cllr. Ayling has been working on a review of the Parish Council policies, which he has discussed with the Clerk. The conclusions to date are as follows:1. **Investments Policy** – this is something that only has to be done for parish councils with reserves of greater than £100,000. The suggestion is that this is dropped from the policy list and a combined;
2. **Reserves and Financial Strategy** has been drafted, attached to this agenda. Councillors are requested to adopt this policy.
3. **Privacy Statement** – the one shown by the parish council currently is very long and complicated. It is believed that a simpler statement be adopted as per the attached version.
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| **2324-177** | **GRASS CUTTING**Quotations have been obtained to cut the grass and maintain the Recreation Ground and these have resulted in the following annual amounts:1. Ben Tucker - £3,360
2. A Branch Above - £3,240
3. Countrywide Landscaping - £2,421.72

Councillors are required to decide which of these quotations to accept. |
| **2324-178** | **BUS SHELTER**To hear an update from the chairman on the repair of the bus shelter windowpane. |
| **2324-179** | **SHED LEASE**The Lands Charity have agreed to accept an Licence to Occupy agreement to allow the parish council to take the building over and make it available for community use. |
| **2324-180** | **BANK RECONCILIATION**To approve the attached 21st March 2024 Bank Reconciliation statement |
| **2324-181** | **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 March 2023 (attached). |
| **2324-182** | **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 – March 2024 | 152.08 | SO |
| RJ Martin  | Salary March 2024 | 332.92 | 2324-32 |
| HMRC | Tax Deduction March 2024 | 83.20 | 2324-32 |
| IONOS | Website Domain – Mar 2023 | 4.80 | Card |
| IONOS | Email Access – Mar 2023 | 7.20 | Card |
| Jubilee Hall | Room Hire & Lunch Club | 120.00 | 2324-33 |
|  |  |  |  |
|  **RECEIPTS** |  |  |  |
| **Receipt from** | **Services** | **Amount****£** | **Method** |
| **2023/2024** |  |  |  |
| Jane Hall | Shop Rental | 170.76 | BAC |
| NatWest Bank | Interest | 4.71 | BAC |

In addition, payments will be made for invoices received since the agenda was set. |
| **2324-183** | **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** |
| None |  |  |

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

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| **Reference** | **Location** | **Proposal** | **Decision** |
| 24/00240/CAT | St James Church Chawleigh Devon | Notification of intention to carry out crown reductions/lifts/removal of dead wood from 16 Beach, 7 Lime, 3 Yew, 4 Horse Chestnut and 1 Sweet Chestnut in a Conservation Area | MDDC has **No Objection** to the work |

1. **Other Planning Matters**

None |
| **2324-184** | **DATE OF NEXT MEETING**The next meeting of Chawleigh Parish Council is the Annual Meeting scheduled to be Wednesday 15th May 2024, in Chawleigh Village Hall at 7.30pm. |
| **2324-185** | **MEETING CLOSURE** |