**There was a meeting of Chawleigh Parish Council on Wednesday 31st January 2024 at 7.30pm held in the Chawleigh Village Hall.**

**Members Present:** Parish Councillors Steve Godley (Chairman); Henry Martin; Roger Ayling; Bert Batty.

**Also Present:** District Councillor: Steve Keable, County councillor did not attend.

**In attendance:** The clerk did not attend.

**No members of the general public**.

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**MINUTES**

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| **2324-136** | **APOLOGIES**  Apologies had been received from Cllrs. Cockram, Flavin, Stewart & Eginton.  The clerk had also apologised on the grounds of sickness.  Cllr. Godly took notes of the meeting in the absence of the clerk. |
| **2324-137** | **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. Martin as a trustee of the Parish Lands Charity |
| **2324-138** | **MINUTES**  On a proposal by Cllr. Ayling, seconded by Cllr. Batty it was **Resolved** to approve, as a correct record, the minutes of the Parish Council Meeting held on 13th December 2023. |
| **2324-139** | **COUNCIL REPORTS** |
|  | 1. **To receive the Clerk’s Report**   There was no clerk’s report.   1. **To receive the Chairman’s Report**   There was no Chairman’s report.   1. **Other Councillor Reports**   **Cllr. Martin** reported that no advanced warning had been given to the parish council regarding the road works the previous week and when boards were erected on the road whilst the works were underway the areas shown were different from those that were repaired. The clerk would write to Steve Tucker, Devon County Highways, asking why there was no prior warning.  **Cllr. Batty** reported to DCC that trees in the back lane were the subject of a report for work to start. In addition, the Magnolia tree in the garden of the Old Post House was now covering the road signs, which would be worse when the tree flowers. Cllr. Godley would have a word with the homeowners. |
|  | *The Chairman adjourned the meeting to allow public comments.* |
| **2324-140** | **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**   There was no county councillor report.   1. **District Councillor**   District Cllr. Keable had circulated a report on the council’s activities.   1. **Members of the public**   There were no members of the public present |
|  | *The Chairman reopened the meeting.* |
| **2324-141** | **FOOTPATH WORKS**  Cllr. Batty reported that he had started completing the P3 claim forms for 2024/25. There were no current works outstanding and it was **Agreed** that he put an advertisement in the The Dart magazine to see if there are any works that need to be done. |
| **2324-142** | **TREE SURGERY**  The church estate manager had emailed to say that the survey of its trees, including the diseased Ash Tree in the Rectory, would take place in the near future, rather than in the summer. |
| **2324-143** | **CHAWLEIGH VILLAGE STORE**  A report from the storekeeper’s bookkeeper had shown a very positive upturn for the last quarter. There had been a number of positive comments about an improvement in the stock levels in the shop. The parish council would maintain a watching brief over the next few months. |
| **2324-144** | **MOBILE LIBRARY SERVICE CESSATION**  It was asked if the book share/swap will continue in the church when it is reopened properly, There is a good library in Chulmleigh & they are now advertising in The Dart magazine to promote their services. |
| **2324-145** | **WEBSITE UPDATING**  Concerns had been expressed about keeping the website updated regularly. The clerk and Cllr. Stewart would liaise to come up with a plan for ensuring this happens better than it has in the past. |
| **2324-146** | **GOVERNANCE – POLICY REVIEWS**  Cllr. Ayling had worked on a The document control; Risk management; Training and development policies which were accepted and would continue to work on the remaining ones. It was unanimously **Agreed** that the Standing Orders and Financial Regulations presented by the clerk should be adopted. |
| **2324-147** | **GRASS CUTTING**  The chairman had received a quote from Ben Tucker for a total of 16 cuts of the playing field. He was awaiting a quote from this year’s contractor who would look to do 14 cuts and the clerk would get a quote from Countrywide Landscaping. The aim would be to make a decision at the next parish council meeting. |
| **2324-148** | **VILLAGE SPRING CLEAN**  The annual Village Spring Clean which had been earmarked for either 27th April 2024, but this could change to match a nationally recognised date for this, sometime in June. |
| **2324-149** | **BUS SHELTER**  The broken glass would be replaced on Monday 5th February 2024. The parish council would pay for this and claim it back from the County Council, as agreed previously. |
| **2324-150** | **BACK LANE TRAFFIC**  A report had been done by Cllrs. Batty & Ayling to go in The Dart to ask people to be sensible and to reduce speeds. |
| **2324-151** | **BUTTS CLOSE MDDC LAND – DOG WALKING**  The chairman had received three letters of complaint about the use of the land adjacent to Butts Close for dog walking. After the letters had been read out it was **Agreed** that there would be no further parish council action. |
| **2324-152** | **ROAD CLOSURE**  See minute 2324-139 above. |
| **2324-153** | **SHED LEASE**  On a proposal by the chairman, it was **Resolved t**o propose to the Lands Charity to enter into a Licence to Occupy agreement with the Lands Charity rather than the lease originally proposed.  The clerk would write to the Lands Charity with this proposal. Cllrs. Cockram and Martin would report back from the Lands Charity meeting in February. |
| **2324-154** | **BANK RECONCILIATION**  The attached 31st December 2023 Bank Reconciliation statement was **noted**. |
| **2324-155** | **RECEIPTS & PAYMENTS COMPARED TO BUDGET**  Cllr. Ayling was concerned he had spotted an error on the statement of Receipts and Payments compared to Budgets for the period from 1st April 2023 to 31st December 2023. He would liaise with the clerk to clarify this matter.  The statement was **noted**. |
| **2324-156** | **RECEIPTS & PAYMENTS SCHEDULE**  On a proposal by Cllr. Godley, 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** |  |  |  | | Lilian Jones | Caretaker – January 2024 | 152.08 | SO | | RJ Martin | Salary January 2024 | 332.92 | 2324-29 | | HMRC | Tax Deduction January 2024 | 83.20 | 2324-29 | | IONOS | Website Domain – Jan 2023 | 4.80 | Card | | IONOS | Email Access – Jan 2023 | 7.20 | Card | | Scribe | Accounting System | 543.60 | 2324-30 | | Chawleigh Village Store | Final instalment of subsidy | 2,000.00 | Transfer | |  |  |  |  | | **RECEIPTS** |  |  |  | | **Receipt from** | **Services** | **Amount**  **£** | **Method** | | **2023/2024** |  |  |  | | Jane Hall | Shop Rental | 170.76 | BAC | | NatWest Bank | Interest | 4.70 | BAC | |
| **2324-157** | **PLANNING APPLICATIONS**  To consider the following Planning Applications and to agree comments: |
|  | 1. **Planning Applications made since the last meeting** |
|  | |  |  |  | | --- | --- | --- | | **Reference** | **Location** | **Proposal** | | 23/01817/FULL | Unit 2 Station Yard Eggesford | Erection of industrial unit  **Decision: No comment** |  1. **Decisions made by Mid Devon District Council since the last meeting**  |  |  |  |  | | --- | --- | --- | --- | | **Reference** | **Location** | **Proposal** | **Decision** | | 23/01738/HOUSE | Lakemoor Eggesford Chulmleigh Devon | Erection of an extension | Full Permission Granted | | 23/01641/ARM | Land at NGR 270843 112725 (East of Holly House) Bells Close Chawleigh Devon | Reserved Matters for the erection of 2 dwellings following Outline approval  23/00335/OUT | Approval of Reserved Matters |  1. **Other Planning Matters**   None |
| **2324-158** | **DATE OF NEXT MEETING**  The next meeting of Chawleigh Parish Council is scheduled to be Wednesday 27th March 2024, in Chawleigh Village Hall at 7.30pm. |
| **2324-159** | **MEETING CLOSURE**  The meeting closed at 8.43pm |

Signed:…………………………………

Date:……………………………………

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