**There was a meeting of Chawleigh Parish Council on Wednesday 27th March 2024 at 7.30pm held in the Chawleigh Village Hall.**

**Members Present:** Parish Councillors Steve Godley (Chairman); Henry Martin; Roger Ayling; Jan Flavin; Daphne Cockram.

**Also Present:** District Councillor: Steve Keable

**In attendance:** Rob Martin (Parish Clerk)

**No members of the general public**.

*.*

**MINUTES**

|  |  |
| --- | --- |
| **2324-167** | **APOLOGIES**  Apologies had been received from Cllrs. Bert Batty, Clive Eginton and Dave Stewart. |
| **2324-168** | **DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)**  Personal Interests were declared, as follows:   * 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 |
| **2324-169** | **MINUTES**  On a proposal by Cllr. Ayling, seconded by Cllr. Martin, it was **Resolved** to approve, as a correct record, the minutes of the Parish Council Meeting held on 31st January 2024.  On a proposal by Cllr. Cockram, seconded by Cllr. Ayling, it was **Resolved** 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**   The clerk had nothing to report on other than the items included on the agenda. Cllr. Cockram asked whether the clerk had reported some broken manhole covers to which he replied that to do so needed him to know the precise location of the problem. Cllr. Cockram would go on the highways website and enter the problems and their locations. The clerk would be looking to get some direct phone numbers in highways in order to be able to talk directly to the officers responsible for all types of work rather than having to go through the corporate process. Clerks should have more direct contact points to give them the edge over the general public.   1. **To receive the Chairman’s Report**   The chairman thought that it might be a good idea to put something into the Dart magazine telling the public what they should do to report potholes and other highway defects. Cllr. Ayling undertook to produce something for the magazine.  The chairman was pleased to see that the tree in the Rectory had been reduced to hedge height at long last.  The owner of Chawleigh Barton Woods had written to the chairman, saying that the Parish Lands Trust might want to know that the woodland was to be put on the market and perhaps there was a case for putting it in public ownership to ensure public access could continue.   1. **Other Councillor Reports**   **Cllr. Cockram** asked whether the clerk had received the ROSPA report which he said he had received that morning. He would ensure that he circulated it the following day for councillors to see. She also asked the clerk whether he had heard anything more about the replacement bins that had been promised. The clerk had understood that this had taken place and would contact the MDDC officers to get this moving.  Cllr. Cockram had received an email outlining the fact that the Devon & Cornwall Police had a Proceeds of Crime fund which could possibly be used to help fund the replacement play equipment. The clerk would investigate.  The Spring Clean day would be 27th April 2024 from 10.30 to 12.30 after which refreshments would be available.  The Jubilee bench by the bus stop was broken and needed a clean and a paint. The chairman would arrange this.  **Cllr. Ayling** had reported a blocked drain which had been cleared by highways but recent rain had resulted in water pouring from an adjoining drain which he has also now reported.  He had also ordered a complimentary copy of the King’s Portrait for Jubilee Hall from the government website.  The subject of what the parish council was going to do to commemorate the 80th anniversary of the D-Day landings on 6th June 2024 in particular the lighting of a beacon. The chairman would look to sort out the availability of the beacon for that day.  **Cllr. Martin** was pleased to see that the diseased Ash tree had been taken down.  **Cllr. Flavin** questioned whether the parish council should do anything to commemorate VE Day in 2025. The chairman said he thought there would be something done nationally and it would be best to see what comes out from government on that before deciding too much. |
|  | *The Chairman adjourned the meeting to allow public participation.* |
| **2324-171** | **PUBLIC AND OTHER BODIES’ SESSION**   1. **County Councillor**   No county councillor report had been submitted.   1. **District Councillor**   District Cllr. Keable circulated a report which included matters such as:-   * **Waste Collection** * **MDDC recycling rate was in top 10 authorities in England.** * **The State of the District Debate.** * **MDDC Setting a balanced budget.** * **Crediton High Street Parking Meters.** * **MDDC Car Parking Charges.** * **M5 Junction 28 consultation.**   He also highlighted the sewage problem, particularly in relation to the fact that devon had three of the 10 worst areas in the country for sewage flowing into rivers. One of the areas of concern was in Chawleigh on the Little Dart river which showed up badly in the analysis.   1. **Members of the public**   No members of the public were present. |
|  | *The Chairman reopened the meeting.* |
| **2324-172** | **FOOTPATH WORKS**  Cllr. Batty had circulated the suggested P3 applications for PROW for 2024/25. |
| **2324-173** | **POTENTIAL FLY TIPPING**  There was a large amount of rubbish on the land just above the sewage works on Stonemill Hill. The conclusion was there was very little that could be done on private land other than to check whether the owners had licences for the use of the land. |
| **2324-174** | **CHAWLEIGH VILLAGE STORE**  The clerk had not managed to get information before the meeting but would look to do so as soon as possible.  It was **Agreed** that a proposal to replace the boiler in the shop would be arranged by the chairman with the expected cost being around £300. |
| **2324-175** | **PUBLIC SPACES PROTECTION ORDER**  A 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 had been received. It was **Agreed** that the PSPO should be changed to not allow dogs in the playing field with or without leads. |
| **2324-176** | **GOVERNANCE – POLICY REVIEWS**  On a proposal by Cllr. Flavin, seconded by Cllr. Martin to adopt the **Reserves and Financial Strategy** as presented.  On a proposal by Cllr. Cockram, seconded by Cllr. Martin to adopt the **Privacy Statement** as presented. |
| **2324-177** | **GRASS CUTTING**  On a proposal by Cllr. Flavin, seconded by Cllr. Martin it was **Resolved** to accept the quotation from Countrywide Landscaping in the sum of £2,421.72. |
| **2324-178** | **BUS SHELTER**  The bus shelter had been repaired and the chairman had received the invoice for the work. The clerk would look again at what was agreed and ensure the invoice was paid with no cost to Chawleigh Parish Council. |
| **2324-179** | **SHED LEASE**  The clerk would ensure there was liaison between the solicitors for the Parish Lands Charity and the Parish Council to make the Licence to Occupy come into force as soon as practical. |
| **2324-180** | **BANK RECONCILIATION**  On a proposal by Cllr. Ayling, seconded by Cllr. Flavin, the 21st March 2024 Bank Reconciliation statement was **Adopted**.  Cllr. Ayling was concerned that a payment to McAfee for £109.99 had been paid which he believed to be expensive for a computer security facility. The clerk agreed that this payment, which had originated from the initial free period of cover with the new computer being automatically extended and charged for. This would be revised before the next year’s payment was due. |
| **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**  On a proposal by Cllr. Ayling, seconded by Cllr. Cockram, it was **Resolved t**o 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 – 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 | | **2024/2025** |  |  |  | | Play Safety | ROSPA Report | 122.40 | 2425-01 | |  |  |  |  | | **RECEIPTS** |  |  |  | | **Receipt from** | **Services** | **Amount**  **£** | **Method** | | **2023/2024** |  |  |  | | Jane Hall | Shop Rental | 170.76 | BAC | | NatWest Bank | Interest | 4.71 | BAC | |
| **2324-183** | **PLANNING APPLICATIONS** |
|  | 1. **Planning Applications made since the last meeting** |
|  | |  |  |  | | --- | --- | --- | | **Reference** | **Location** | **Proposal** | | None |  |  |  1. **Decisions made by Mid Devon District Council since the last meeting**  |  |  |  |  | | --- | --- | --- | --- | | **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.  The **Annual Parish Meeting** would take place on 15th May 2024 starting at 7.00pm. Cllr. Martin would contact the other village organisations and invite them to make a presentation at this meeting. |
| **2324-185** | **MEETING CLOSURE**  The meeting closed at 8.45pm |

Signed:…………………………………

Date:……………………………………

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