**Notes of the Annual Parish Meeting**

**held on Wednesday 28 May 2025 at 7:10 pm**

**PRESENT**

Cllr. S Godly, Cllr. R Ayling, Cllr. J. Flavin, Cllr. H Martin, Cllr. D. Cockram, Cllr. A Westaway.

**IN ATTENDANCE**

Parish Clerk: Rob Martin

Cllr S. Keable (Mid Devon District Council & Devon County Council)

Three Members of the public

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| **1. NOTES OF THE ANNUAL PARISH MEETING HELD ON 15 MAY 2024** | |
| APM 25.01 | The notes of the Annual Parish Meeting held on 15 May 2024 were accepted as a correct record and signed as such by the Parish Council Chairman. |
| **2. CHAIRMAN’S ANNUAL REPORT 2024/25** | |
| APM 25.02 | Cllr Godly gave a report on the key areas of work undertaken by the Council and this included:   * The parish council held a presentation before Christmas to celebrate its 130th anniversary at which the original minute books from 1894 onwards were available to be seen by the public. This was well received. * The books involved alongside other records have now been deposited in the Devon County Records Office at Sowton for research purposes and scans are available from the parish council website. Cllr. Ayling was thanked for the work he carried out in digitalising the records. * The parish council work this year has been fairly basic with matters like Governance policies being adopted alongside other everyday work. The parish council was still looking for two replacement councillors. |
| **3. FINANCIAL REPORT 2024/25** | |
| APM 25.03 | The Clerk provided an overview of the accounts for 2024/25. The final accounts for the year are attached to these notes   * Opening Reserves Balance at 1 April 2024 was £33,477 * Closing Balance at 31 March 2025 was £35,294 * Receipts, including grants and shop rent, £20,084, of which £15,000 was precept. * Payments £18,266 * This leaves the General Reserve balance at £12,515.   Within the overall balance there has been a reduction in the General Reserve balance because an earmarked reserve has been formed to fund the replacement of some play equipment.  The precept for 2025/26 has been set at £16,320 resulting in a potential small take from the General Reserve. |
| **4. REPORTS FROM COMMUNITY GROUPS** | |
| APM 25.04 | **Chawleigh Carpet Mat Bowls**  Cllr. Martin reported as follows: -  This takes place in the Jubilee Hall every Thursday evening at 7.30pm. There is a welcome to all with a free trial. It is light exercise and enjoyed by all who attend and is £2.50 per session.  **Chawleigh Friendly Society**  Cllr. Martin reported as follows: -  The annual Society walk is on Saturday 7th June 2025 and will include the Roll Call at 11am, church service at 12.15 and members luncheon at 12.45. I hope that we have a dry windless day for this with Chawleigh Fair taking place in the afternoon.  **Chawleigh Fair Committee**  Cllr. Cockram reported as follows: -  We currently have a committee of 11 hardworking members who meet regularly throughout the year to plan the Annual Fair which is held on the first Saturday in June. The fair is traditionally held after the annual Chawleigh Friendly Society’s club walk, church service and members’ lunch. There is usually children’s sports, entertainment and music during the afternoon and evening.  We organise a wide range of activities throughout the year to entertain the community as well as raise funds for the fair. There are always plenty of opportunities to get involved and thank you to those that do.  New committee members are always welcome.  **Chawleigh Parish Church**  The chairman read the following report from David Richardson, Church Secretary: -  (1) I am glad to be able to report that the Parish Church has maintained its pattern of weekly services on Sunday mornings, with the building being open every day as a space for private prayer and reflection. We were grateful to be able to participate in the village’s programme for the 80th anniversary of VE Day.  We have completed the repairs to the roof tiles and have put in hand a reordering at the back of Church, including the installation of a kitchen unit.  (2) Over the next twelve months we will continue Sunday services as before. Responsibility for services rests with the Revd Tony Rockey as Team Rector, the Revd Clive Jobbins from Winkleigh and Elaine Cook, licensed lay minister in the mission community, with assistance from myself and other members of the congregation. We look forward to hosting a wedding in mid-June and a baptism at the end of the month.  Our programme of special events includes Cream Teams on July 26th, as part of our celebration of St James’ day, a Harvest Supper in October, a Starters & Sweets evening in November and the Christmas Tree Festival in December.  **Chulmleigh and Chawleigh voluntary car service**  Brian Meekings had reported that he was afraid he was unable to attend. The Car Service is still active and always looking for new volunteer drivers.  **Chawleigh Women’s Institute**  Cllr. Flavin reported as follows:-  Currently there are 27 members and we have had 10 meetings, with a range of speakers including: Riding for the Disabled, The Amber Foundation, The Ripple Effect, Royal British Legion, British Sign Language, the Samaritans, and we learnt how to make Dorset Buttons. There is usually 19-22 members at each meeting.  To raise funds, we have hosted a Chulmleigh Coffee Morning; provided the refreshments at Chawleigh Market, sold cakes and produce at Chawleigh Fair; and a tombola stall at Chulmleigh Old Fair. Our fundraising helps pay for the speakers at each meeting, but this year we also donated £100 to the Chawleigh Defibrillator Fund.  Chawleigh WI was founded in 1934, so in August we had a 90th birthday celebration lunch in the Jubilee Hall for members past and present. The new commemorative banner designed and made by Julie Guest was unveiled and now hangs in the Jubilee Hall. The cake was cut by Vicky Riddiford, our current President and seven past Presidents.  The collection box in the shop for the Ark foodbank in Lapford, continues to be successful, making a couple of deliveries each month. In conjunction with the Parish Council, we helped promote ‘what3words’ making our members aware and encouraging them to know and display the what3words of their houses. Several members have been involved in organising other fundraising events e.g. coffee mornings for North Devon Hospice, Bowel Cancer and Breast Cancer Now.  Currently we are busy organising this year’s Village Show on 6th September and looking forward to another busy and varied year. We continue to strive to provide a friendly group for ladies of the village as well as supporting other fundraising and village events.  **Community Tuesday Café**  The following was reported by Cllr. Flavin:-  The café continues to be popular with a core of people living in Chawleigh and some from Chulmleigh. Occasionally, we have passing trade with groups of walkers who happen to see our sign.  The café is run by a group of volunteers who provide home-made cakes and serve lovely filter coffee and teas. Customers pay £1 for a hot drink and give a donation for the cake.  Our main outlays are the fee for the hire of the hall and purchase of coffee and tea. About twice a year we run a special coffee morning for a specific charity and these are always well supported and people are really generous.  Since May of last year we have given away almost £2,000 to various charities and local groups. Since March 2022, when I first took on the coffee morning, we have given away over £6,000.  A full list of organisations that have benefitted from gifts from the café can be provided to anyone who is interested.  **Chawleigh Community Market**  The following was reported by Cllr. Flavin:-  The market is trickling along with an average of 9 stalls every month. The stallholders pay £5 for their table and this money goes to help towards the running of the Jubilee Hall. Refreshments are offered at each market, run by a different organisation each month. This gives local organisations or people supporting various charities the opportunity to raise funds as well as provide a welcoming atmosphere for people to meet friends and socialise.  The market runs every third Saturday of the month, except January and February.  **Chawleigh Jubilee Hall Committee**  The Jubilee Hall has had some problems to solve, such as having to replace the dishwasher and water escaping resulting in huge water bills, but was continuing to provide uninterrupted facilities for the people of Chawleigh.  **Chawleigh Playing Field Committee**  The chairman reported as follows: -  The committee had been fund-raising for the last couple of years, which was carried on last year. In 2024/25 the only matters undertaken were the normal maintenance matters to keep the field tidy. The committee is very small in numbers and is always looking for new members.  The hope this coming year is that the play equipment will be installed with help from the parish council and using sections 106 money. There will be fundraising undertaken as well.  **Chawleigh Defibrillator Committee**  The chairman reported as follows: -  This is ticking over with attendance at a market, alongside fund-raising gatherings. There is a reasonable fund within the parish council reserves already towards the new equipment arrangements once the current SWAST contract ends in a couple of years. |
| **5. PARISH QUESTION TIME** | |
| APM 25.05 | There were no further questions. |
| **6. CLOSE OF MEETING** | |
| APM 25.06 | The meeting closed at 7:25 pm. |

Chair: ………………………………..…………..

Date: ……………………………………………..

**CHAWLEIGH PARISH COUNCIL**

**OUTTURN 2024/2025**

|  |  |  |  |
| --- | --- | --- | --- |
| **2023/2024 Actual** |  |  | **2024/2025 Outturn** |
| **£** |  |  | **£** |
|  | **RECEIPTS** | |  |
| 2,220 |  | Shop Rent | 2,220 |
| 14,170 |  | Precept | 15,000 |
| 54 |  | Interest | 58 |
| 1,558 |  | Grants & Other Donations | 1,000 |
| - |  | Event Income | 211 |
| 476 |  | Defibrillator Donations | 817 |
| 2,906 |  | VAT | 777 |
| **21,384** |  | **TOTAL Receipts** | **20,084** |
|  |  |  |  |
|  | **PAYMENTS** | |  |
|  | **Administration** | |  |
| - |  | External Audit | 210 |
| 225 |  | Internal Audit | 195 |
| 35 |  | ICO | 35 |
| - |  | Email/Website | 190 |
| 809 |  | Insurance | 816 |
| 147 |  | Elections | - |
| 861 |  | IT&C | 443 |
| 46 |  | Office Consumables | 215 |
| 502 |  | Venue Hire/Zoom | 368 |
|  |  | Bank Charges | 4 |
|  | **Clerk & Councillors** | |  |
| 5,294 |  | Clerk's Salary | 5,478 |
| 100 |  | Training & Development | - |
|  | **Subsciptions** | |  |
| 161 |  | DALC/NALC | 220 |
| 44 |  | SLCC | 43 |
|  | **Public Toilets** | |  |
| 1,825 |  | Cleaner | 1,825 |
| 76 |  | Consumables | 53 |
| - |  | Maintenance | 180 |
|  | **Village Shop** | |  |
| - |  | Shop Maintenance | 575 |
| 5,000 |  | Grant | - |
|  | **Playing Field** | |  |
| 96 |  | Annual Inspection | 206 |
| 1,800 |  | Grass Cutting | 2,220 |
| - |  | General Maintenance | 1,780 |
| 286 |  | Goalpost | - |
|  | **Telephone Kiosk** | |  |
| - |  | Maintenance | - |
|  | **Community Storage** | |  |
| 756 |  | Solicitors Fees | (91) |
| - |  | Rent | 104 |
|  | **Maintenance** | |  |
| - |  | Council Asset Inspection | - |
| 547 |  | Verge Cutting | 584 |
| - |  | Landscaping | 48 |
| 375 |  | Weed Spraying | - |
| 2,304 |  | Tree Surgery | - |
| 1,096 |  | PROW Improvements | - |
| 28 |  | Defibrillator | - |
|  | **Events** | |  |
| 669 |  | Coronation Celebration | - |
| - |  | D-Day Commemoration | 364 |
| - |  | VE Day Celebrations | 203 |
|  | **Grants & Donations** | |  |
| 300 |  | Parish Grant | - |
| 370 |  | Churchyard Grant | 300 |
| - |  | Hot Lunch Venue | 225 |
| 25 |  | Hall Refurbishment | - |
| - |  | Poppy Appeal (S137) | 50 |
| **1,635** | **VAT** |  | 1,424 |
| **25,410** |  | **TOTAL Payments** | **18,266** |
|  |  |  |  |
| **4,027** |  | **Net Payments/(Receipts)** | **(1,818)** |
|  |  |  |  |
| (37,504) |  | Balance b/f | (33,477) |
| 4,027 |  | Net Payments/(Receipts) | (1,818) |
| (33,477) |  | Current Balance | (35,295) |