

CHARDSTOCK PARISH COUNCIL

Minutes of the Council Meeting held at the Chardstock Community Hall on Wednesday 13th November 2019 – 7.30pm

Present: Cllrs Wilson (Chair), Greer (Vice-Chair), Cockburn, Conroy and Spearing. (Quorate)
In Attendance: Paul Hayward (Clerk and representing EDDC as Ward member),
PCSO Bolsover, Hon. Tree Warden, Michael Davis and 1 member of the public.

**FIRE PRECAUTIONS/EXITS WERE HIGHLIGHTED BY CHAIR AS WERE THE REGULATIONS
RELATING TO THE AUDIO RECORDING OF PUBLIC MEETINGS UNDER THE OPENNESS OF
LOCAL GOVERNMENT BODIES REGULATIONS 2014.**

	<p>Public Forum:</p> <p>i) Reports from Honorary Representatives. Chair welcomed PCSO Bolsover, Rural Policing Team, Axminster. Officer Bolsover outlined recent crime statistics and gave an overview of his role and forthcoming personnel changes at Axminster station. There was a question from member of public re: speeding in Tytherleigh and availability of DCC speed monitoring with cameras on the A358. Clerk was asked to liaise with DCP Middlemoor Highways Team to determine whether resources could be allocated in this way. Chair thanked Officer for his time and he left the meeting. Hon. Tree Warden, Michael Davis, asked to speak during a later agenda item. Agreed by Chair.</p> <p>ii) Reports from County and District Councillors. a) County Cllr Iain Chubb was unable to attend but had provided a brief written report which Clerk will publish on PC website. b) District Councillor Paul Hayward presented a written report which Clerk will publish on PC website. No questions from members of Council.</p> <p>iii) Public Forum. A resident of Storridge Lane spoke at length regarding traffic issues on that stretch of road. Councillors considered a variety of alternatives but came to the ultimate conclusion that poor driver behaviour and a lack of consideration was largely to blame. Clerk (in his capacity as Yarty ward member) offered to write to DCC Highways to ascertain what could be done to alleviate some of the concerns raised, with a cc. to Cllr Chubb in addition to a letter from Council along the same lines. Clerk: Please note.</p>
19/151	<p>Apologies for absence: Cllr Paul Hughes (Unwell). Absence noted and approved unanimously. Cllr Iain Chubb (DCC) – Conflicting engagement. Edward Wells – Conflicting engagement.</p>
19/152	<p>Declarations of interest under the Code of Conduct: Chair declared an interest as a Trustee for the Chardstock Community Hall Trust in relation to item 19/155b) on the agenda. Noted.</p>
19/153	<p>i) To consider and, if thought fit, approve minutes of the Ordinary Meeting of Chardstock Parish Council held on 9th October 2019: It was proposed by Vice-Chair, seconded by Cllr Cockburn, that these minutes be approved as a true and accurate record of that meeting. So resolved.</p>

Initial:

19/153 Continued	<p>ii) To consider and, if thought fit, approve minutes of the Planning Meeting of Chardstock Parish Council held on 1st May 2019: It was proposed by Chair, seconded by Vice-Chair, that these minutes be approved as a true and accurate record of that meeting. Resolved Unan. Chair signed both sets of minutes accordingly.</p>
	<p>Matters arising from these minutes: <i>None</i></p>
19/154	<p>Chair's Announcements: None.</p>
	<p>Business to be considered:</p>
19/155a)	<p>a) i) To consider update on EDDC Landmark Tree project: Clerk reported that £130 had been raised from external sources. It was proposed by Chair, seconded by Cllr Spearing, that Council make up the shortfall in funding from reserves, circa £40. Resolved unanimously. Clerk: Please note and liaise with Tree Warden accordingly to source tree and materials and arrange delivery to site. Tree planting was tentatively arranged for Friday 29th November to coincide with National Tree Week, approx. 10am.</p> <p>a) ii) Matters pertaining to hedge management (ELM): Mr. Davis had submitted an article to the Parish Magazine and had received a few, positive responses as a result. He suggested a 3-year cycle of hedge cutting or perhaps an incremental flail cut, whereby the height of the hedge rises by a few inches each year to strengthen and thicken the hedge to protect and conserve wildlife within and provide food during the winter for birds etc. It was agreed that the subject of parish hedges could be incorporated within the nascent Tree Action Plan (see below).</p> <p>a) iii) To consider creation of a Tree Action Plan: It was agreed to defer this matter until December to allow further work. Clerk: Please note and diarise accordingly.</p>
19/155b)	<p>b) To receive update on Community Hall improvement project: i) Clerk updated Council as to current financial position and works progress. Costs of testing and Certification had been met by Hall Trustees and Council reimbursed accordingly. ii) Clerk reported that the Lottery grant application had been approved in the sum of £8895 subject to acceptance by Trustees and he was directed to liaise directly with Treasurer to ensure forms completed and returned by deadline. Chair thanked Clerk for his efforts in obtaining this outcome. It was agreed that, subject to Trustee Board approval, Council would consider the next stage of the project at the next Ordinary meeting with a view to deciding upon a contractor to undertake the works as specified. Clerk: Please add this matter to next agenda for discussion.</p>
19/155c)	<p>c) To consider appointment of Internal Auditor for 2019-20 financial year: Clerk reported that he had met with the candidate suggested by former Cllr Mike Dadds and that the person in question had all the necessary qualifications to take on the role and was more than happy to do so. He also advised that the candidate would seek no formal payment for the works involved and would act on a "pro bono" basis. It was proposed by Chair, seconded by Cllr Spearing, that Chardstock Parish Council appoint Steven Warwick as their Internal Auditor for the financial year 2019-20 and thereafter until Council decided otherwise. Resolved unanimously. Clerk to issue formal Letter of Appointment. Clerk: Please note and action accordingly. Notify External Auditor when due.</p>

19/155d)	<p>d) To consider purchase of two replacement Grit/Salt bins for parish: It was proposed by Chair, seconded by Vice-Chair, that Council purchase two bins for the locations identified by Clerk during the annual survey to replace two damaged bins that DCC were not willing to replace at their own expense. Bins to hold 350L each and be yellow in colour to minimise collision risk. Cost for both £250 maximum. Resolved unanimously. Clerk: Please arrange for these items to be purchased and added to parish asset register. Please arrange for old units to be disposed of. Please arrange any additional filling with DCC as soon as possible.</p>
19/155e)	<p>e) To consider broadband provision in parish: Councillors discussed recent developments across East Devon in this respect and the proposed new start-up venture to pick up from where Gigaclear stopped. Cllr Hughes had advised that he would discuss at AONB forum meetings and Cllr Cockburn said that a lot depended on which way the new CEO of BT PLC wished to take the business. It was agreed to defer any further discussion on this matter until January 2020. Clerk: Please diarise accordingly.</p>
19/155f)	<p>d) To consider articles for submission to December Parish Magazine: Grit Bin replacement and winter filling Footpath warden role and encourage use of parish footpath network Seasons greetings from Council to residents and parishioners. Chair: Please submit to editor accordingly.</p>
19/156	<p>a) To consider planning applications received: <i>i) 19/2254/FUL – Hakes Farm, Birchill, Chardstock (also 19/2255/LBC)</i> Partial removal of existing extension and construction of glazed link section. Applicant was not present. It was proposed by Vice-Chair, seconded by Cllr Cockburn, that Council support the application. Resolved unanimously. Clerk: Please submit this comment to the planning authority.</p> <p>b) To consider determinations/decisions advised: As per agenda. Reviewed and noted.</p> <p>c) To consider Tree (planning) matters: None advised</p> <p>d) To consider Planning Appeals lodged / determined: None advised</p> <p>e) To consider Planning Correspondence: None received</p>
19/157	<p>Financial Matters (RFO to present):</p> <p>a) To receive, and review, financial information up to end November 2019: Financial information for November 2019 had been previously circulated to members for review and also published to website. Noted. No questions from Councillors.</p> <p>b) To consider, and if thought fit, approve payments for November 2019: Payments proposed: £2480.64 as per (amended) schedule circulated beforehand. Proposed by Chair, seconded by Vice-Chair. Resolved unanimously. RFO: Please make payments accordingly.</p> <p>c) Expenditure authorised under delegated powers: None.</p> <p>d) To commence budget and precept review for 2020-21: Having reviewed the information, 2019-20 budget forecast and draft budget proposals for 2020-21, this matter was deferred until December. Clerk: Please note and prepare A2 copies for all members to aid review.</p>

19/158	<p>To consider Highway and Footpath matters:</p> <p>i) Highways. Clerk reported that a large section of highway by Early's Garage had been resurfaced in recent days. Noted and DCC thanked. Clerk was asked to order channel fixings for Kit Bridge sign installation. Clerk: Please action accordingly. Liaise with Cllr Hughes for completion.</p> <p>It was also reported that sections of highway in Bewley Down were especially damaged. Clerk offered to take photos and liaise with DCC H'Ways Officer.</p> <p>ii) No progress had been made in recruiting a new Footpath Warden. Chair will talk with previous P3 warden to see if progress can be made Suitable article will be placed within parish magazine – December edition.</p> <p>iii) Clerk reported that there had been no progress with DCC/EDDC concerning the school flooding risk and highway issues thereabouts. Clerk was asked to chase both Councils and report back asap. School was undertaking its own scheme on its own land in an attempt to alleviate the potential risks given the heavy rainfall often experienced at this time of year.</p> <p>iv) There has been no further progress on CRWS Chapter 8 training. Clerk reported that infill material was available via Axminster TC at cost and that they were still mulling over whether to purchase a compactor. Noted.</p>
19/159	<p>Other matters considered as urgent by presiding Chair:</p> <p>Chair thanked Vice-Chair for representing the Council on Remembrance Sunday.</p>
19/160	<p>Correspondence received, not already circulated:</p> <p>Clerk had received letter of thanks from a grant recipient.</p>
19/161	<p>Date of next meeting:</p> <p>Next meeting of council scheduled for 4th December 2019, 7.30pm at Chardstock Community Hall (Ordinary Meeting) *</p> <p><i>* This meeting was being held a week earlier than usual.</i></p>
	<p>With no further business to transact, the Chair closed the meeting at 9.30pm</p>

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Signed: _____ Date: _____

(Chair)

Initial: