

## CHARDSTOCK PARISH COUNCIL

**Minutes of the Council Meeting held remotely on  
Wednesday 9<sup>th</sup> September 2020 – 7.30pm as per Section 78  
of the Coronavirus Act 2020 – meeting held via Zoom Platform**

Present (remotely) : Cllrs Wilson (Chair), Conroy, Hughes and Spearing  
In Attendance: Paul Hayward (Clerk and representing EDDC as Ward member),  
Michael Davis (Hon. Tree Warden).

No members of the public present in Zoom. Livestream broadcast viewed by public.

*The meeting was also broadcast via Facebook Livestream to the Chardstock Village Facebook Page by kind agreement of the page administrators.*

	<p><b>Public Forum:</b> <b>Meeting started at 7.30pm.</b></p> <p><i>Chair outlined procedural rules for online meetings. Chair opened meeting and thanked all those attending and watching.</i></p> <p><b>i) Reports from Police/Honorary Representatives.</b> Police report had been circulated. Hon. Tree Warden asked permission to speak on later agenda items. Agreed.</p> <p><b>ii) Reports from County and District Councillors.</b> a) Devon County Councillor Iain Chubb did not attend; No report submitted for circulation. b) East Devon District Councillor Paul Hayward asked Chair's consent to give a brief verbal EDDC report. Approved and heard. Duly noted. No questions from members of Council.</p> <p><b>iii) Public Forum.</b> Question received via Facebook comments regarding parish potholes. Chair directed parishioner to DCC website for reporting of the defect but asked Clerk to publish the relevant hyperlink on the Facebook Comment section as a reply, and also on the Chardstock Village Page as a separate post and also on the Parish Information website. <b>Clerk: Please action.</b></p> <p><b>With no further public questions or representations, Chair closed Public Forum session at 7.40pm.</b></p>
20/080	<p><b>To note and, if thought fit, to approve apologies for absence received:</b> <b>(LGA 1972 s.85(1))</b></p> <p>Apologies received from Cllr. Cockburn (prior engagement) and from Cllr. Greer (work commitments). Chair proposed that apologies be noted and absence approved. Resolved unanimously.</p>
20/081	<p><b>Declarations of interest under the Code of Conduct:</b> Chair declared a Personal interest as a Trustee of the Chardstock Community Hall. No other declarations made.</p>

20/082	<p><b>To consider and, if thought fit, approve minutes of the Extraordinary meeting of Chardstock Parish Council held on 30<sup>th</sup> July 2020:</b></p> <p><i>It was proposed by Chair, seconded by Cllr Spearing, that these minutes be approved as a true and accurate record of that meeting. Resolved unanimously.</i></p> <p>Chair was unable to sign the minutes due to current circumstances. This will be done at the earliest opportunity. <b>Matters arising from these minutes:</b> <i>None</i></p>
20/083	<p><b>To consider matters pertaining to the Coronavirus situation as relates to the parish of Chardstock, including:</b></p> <p><i>i) Update on proposal that an additional bench be placed at the triangle at Holy City as a parish amenity.</i></p> <p>After discussion, it was agreed that bench be purchased in “black” variant and that a plaque be attached, but with no optional engraving of the rear seat slats. Clerk: Please note and liaise accordingly with Cllr. Spearing re: siting.</p> <p><i>ii) It was proposed by Cllr. Hughes, seconded by Cllr. Spearing, that Council purchase a disinfectant “fogger” unit to facilitate the swift cleaning of the community hall as a parish amenity, and to purchase an initial supply of fluid for the unit. The expenditure to be covered by the funds held in the Covid19 reserve fund. Resolved unanimously.</i></p> <p>Clerk: Please note and action accordingly. Liaise with hall custodian when item arrives.</p>
	<p><b>Business to be considered:</b></p> <p><i>Chair proposed that Standing Orders be suspended to allow contributions from Hon. Tree Warden. Seconded Cllr. Hughes. Resolved unanimously.</i></p> <p><i>Chair also proposed that the order of the agenda be altered to allow earlier contributions from Mr. Davis. Resolved unanimously.</i></p>
20/084b)	<p><b>b) To consider matters pertaining to trees on Diocese Glebe Land in Chardstock Village:</b></p> <p>Councillor Spearing spoke on this subject. Nothing further to add from last discussion and no planning applications (under Section 211 yet received or notified to Council). Matter was deferred to next agenda. Clerk: Please note and add to October agenda accordingly.</p>
20/084c)	<p><b>c) To consider arrangements and costings for potential tree planting projects in the parish for the latter part of the year:</b></p> <p>Honorary Tree Warden (HTW) reported that no requests had been received for tree planting projects; this was echoed by Clerk. The ongoing CV19 situation was felt to be partly to blame as no parish publicity in this regard had been possible. HTW suggested that sapling/young trees in the hedgerows be protected against flailing as the hedges were cut in the Autumn and asked whether a call for volunteers to mark/tag those trees could be undertaken by the PC. HTW updated Council on the current “Saving Devon’s Treescape” project and offered to follow up on previous leads for potential tree planting sites. He also touched on the wider discussion re: Parish TPOs and the protection (or lack of) that they afford trees in Chardstock. Mr. Davis gave a comprehensive tree report to members and outlined his activity on the Council’s behalf over the last few months. <i>Chair thanked Mr. Davis for all of his enthusiasm and hard work.</i> Clerk: Please retain this topic as a standing agenda item for consideration.</p>

20/084e)	<p><b>e) To consider membership, and terms of reference, for the proposed Climate Change Action Working Party (CCAWP) group:</b></p> <p>Cllr. Spearing spoke to advise that there had been considerable interest in the local community to participate and join the CCAWP (6+)</p> <p>It was suggested that there be an initial “open” meeting at this stage, with appropriate social distancing being observed, to ascertain who would want to be involved, what skills and insight they would bring to the group, and to consider terms of reference for the group going forward, understanding that the WP is a consultative body that reports back to Council, rather than a decision making body. A proposed date for the inaugural meeting was at the end of September, or early October. Initial feedback could then be fed back to Full Council in October (14<sup>th</sup>). Agreed unanimously. Cllr. Spearing was asked to make the contact with those interested and take forward.</p> <p><i>Cllr. Spearing: Please note and action accordingly.</i></p> <p>Mr. Davis expressed his wish to be involved from the outset. Noted.</p> <p><i>Mr. Davis left the meeting at 8.30pm.</i></p>
20/084a)	<p><b>a) To receive update on Community Hall improvement project:</b></p> <p><i>Chair declared a personal interest as a Trustee to the Community Hall Trust</i></p> <p>Phase 4: Chair reported that Trustees has completed their secondary heating project &amp; RFO confirmed that invoice had been paid with Council using the remainder of the CCHT Project reserve, coupled with a donation to Council of £3000 from the hall trustees. Sadly, due to CV-19, the cumulative benefit of the combined heating / energy efficiency system could not be fully appreciated as yet but Chair welcomed the completion of the final piece of the puzzle and looked forward to seeing the financial benefits of the installation as time progressed.</p> <p>Phase 5: Clerk reported that he was still waiting for the Royal Mail to formally register the building with a valid postcode, whereupon he could progress with the installation of broadband to the hall premises as previously resolved to both allow “off-site” control of the heating system, on a room-by-room basis, and to allow improved connectivity for users and Council alike once the hall re-opens for business post-Coronavirus. He will push harder for a resolution and progress this project. Noted.</p>
20/084d)	<p><b>d) To consider costs and practicalities of commissioning a parish bat survey:</b></p> <p>Cllr. Spearing reported to Council that he had been in conversation with the Parish Naturalist in respect of this proposal, and that he was of the view that it might be too late in the year to carry out a survey that would yield meaningful and relevant results; it might be necessary to defer this until 2021. Cllr. Spearing asked that this matter be deferred until November’s Ordinary meeting to allow further discussions between himself and 3<sup>rd</sup> parties, including organisations who could be contracted to provide the survey. Noted.</p> <p><i>Clerk: Please add to November agenda.</i></p> <p><i>Cllr. Spearing: Please liaise with the necessary persons/bodies and report back.</i></p>

Initial:

20/084f)	<p><b>f) To consider request to provide an additional dog bin in the parish (at Cuckholds Pit) and to discuss correspondence on the wider issue of dog waste and associated nuisance:</b></p> <p>It was proposed by Chair, seconded by Cllr. Spearing that an additional dog waste bin be purchased by the Parish Council and sited at the junction by Cuckholds Pit; said bin to be emptied under contract with EDDC initially at a frequency of once per week. Bin cost and installation, and first year’s contract to empty - £200. Clerk and Cllr. Cockburn to liaise on the installation. Resolved unanimously. Colour agreed to be green or black as in AONB.</p> <p>Clerk: please note and action accordingly.</p> <p>With regard to the further matter of the correspondence from a parishioner about the ongoing dog waste nuisance in the parish, Councillors agreed that education was the key and that – for some – there would never be enough dog waste bins available to prevent them adding to the problem. Cllr. Hughes offered to create a map showing all available bins to be published on our website, in the parish newsletter, on noticeboards and via the Community Facebook page.</p> <p>Cllr. Hughes: When created, please liaise with Clerk who will arrange publication.</p>
20/084g)	<p><b>d) To consider proposal by Cllr. Conroy that Council support the principle of a “parish clean-up day” once social distancing and Covid19 precautions could be observed as per guidance and regulations:</b></p> <p>Given the ongoing situation, it was proposed by Chair that this matter be added to the Council’s Action Plan and deferred for further consideration.</p> <p>The conversation turned to the associated subject of on-street parish maintenance and it was agreed by members that Council would resist the use of weedkillers such as Glyphosates to control weeds along kerbs and highways, due to the risks of potential run-off into the River Kit. Therefore, manual removal would be preferred (albeit with increased costs) and Clerk was asked to continue discussions with All Saints Parish Council in respect of potential shared Lengthsman services to minimise costs and maximise flexibility and outcomes.</p> <p>Clerk: Please note and action accordingly. Please add this item to the parish Action Plan for later review.</p>
20/084h)	<p><b>h) To consider outcome of recent submission of bid to renew the registration of The George Public House as an asset of community value (ACV) and to consider the long-term future of the business and its amenity to the community:</b></p> <p>Clerk updated members as to discussions via EDDC as to the recent bid submission which, sadly, has been initially refused due to recent adverse court decisions relating to the ACV registration of similar pubs in villages, even those with no other facilities. Councillors were dismayed at this decision and asked the Clerk to return to EDDC (via the officer and their ward member) to stress the cultural, historical, and heritage value of The George since the 15<sup>th</sup> century and re-stating the Parish Council’s case.</p> <p>It was also suggested that Council contact the Yarcombe Inn, the Kings Arms in Stockland and the Old Inn in Hawkchurch.</p> <p>Clerk: Please note and action accordingly. Please add to November agenda for further consideration.</p>

20/084i)	<p><b>i) To consider nominations for the DALC Board of Directors 7/10/2020:</b> It was resolved that no nominations be forthcoming from Chardstock Parish Council.</p>
20/084j)	<p><b>j) To receive update from Clerk as to progress with hardstanding project at Chardstock Cricket/Bowling Club:</b> Clerk reported that works were due to start on 5<sup>th</sup> October and last approximately 4 days. Both the cricket and bowling clubs have been advised and have no objections. Funds for the full sum involved are currently held in reserves.</p>
20/085	<p><b>a)i) To consider planning applications received to agenda publication:</b> 20/1737/FUL – 1 Cuckholds Pit, Chardstock, EX13 7DA Construction two storey extension. <b>It was proposed by Cllr Hughes, seconded by Cllr Spearing, that Council does NOT support this application and submit the following comment:</b> The Parish Council regrets that it cannot support this application on the grounds that the proposed design is not in accordance with the Chardstock parish Neighbourhood Plan - being contrary to Policy CPNP03/B and CPNP4/A. The proposed design and material finish would not enhance or complement the landscape or adjoining area. Council would be delighted to reconsider a re-submitted application with the render finish replaced with render above / brick below to match the existing dwelling, and with the scale and dominance of the proposed fenestration on the NE elevation reduced, with either fewer (or smaller) windows installed. <b>Vote: 3 for / 1 against. Resolved.</b> <b>Clerk: Please submit comment accordingly to EDDC Planning Teams by deadline. Please also copy the Yarty Ward member for his review.</b></p> <p><b>a)ii) To consider planning applications received after agenda publication as per supplementary agenda circulated to all members and published online as per Clause 78, Coronavirus Act 2020:</b> None received.</p> <p><b>b) To consider determinations/decisions advised:</b> As per published agenda. See parish information website for further details. Noted.</p> <p><b>c) To consider Tree (planning) matters:</b> Councillors had earlier discussed this subject as part of a wider debate. No further consideration afforded.</p> <p><b>d) To consider Planning Appeals lodged / determined:</b> None advised</p> <p><b>e) To consider Planning Correspondence:</b> GESP update considered.</p> <p><b>f) To consider Planning Consultations &amp; other planning matters:</b> In the absence of Cllr. Greer, item i) was deferred until the next Ordinary meeting of the Council (Consideration of Enforcement Protocol). ii) Cllr. Hughes spoke regarding what he believed to be somewhat confusing and ambiguous advice issued by EDDC as the Planning Authority in respect of both Chardstock Conservation Area (CA), and the planning constraints applicable in a CA across the wider district, as per guidance notes received via EDDC and the Conservation Officer. Cllr. Hughes kindly offered to draft something easier to read and understand which could then be forwarded to EDDC via the Ward Member for their perusal and comment. Council was pleased to note that EDDC had approved a definitive CA map for the parish (which had been created by Cllr. Hughes). Clerk was asked to publish on the Parish Information Page and via Facebook. <b>Clerk: please note and action accordingly.</b></p> <p><b>g) To consider planning applications to be heard at next EDDC Development Management Committee meeting (yet to be convened):</b> None applicable.</p>

<p><b>20/086</b></p>	<p><b>Financial Matters (RFO to present):</b></p> <p><b>a) To receive, and review, financial information for August and September 2020:</b>  Financial information for both months had been previously circulated to members for review and also published to website. Noted. No questions from Councillors.</p> <p><b>b) Chair proposed that both items under b) below be considered as a single item for consideration. Resolved.</b></p> <p><b>i) To consider, and if thought fit, ratify payments for August 2020:</b>  Payments proposed:  August 2020 - £828.86 as per revised schedule circulated beforehand.</p> <p><b>ii) To consider, and if thought fit, approve payments for September 2020:</b>  Payments proposed:  September 2020 - £6917.90 as per revised schedule circulated beforehand.  <b>It was proposed by Chair, seconded by Cllr Spearing that these payments be made in accordance with the schedule. Resolved unanimously.</b>  RFO: Please make payments accordingly</p> <p><b>c) Expenditure authorised under delegated powers: <i>None applicable.</i></b></p> <p><b>d) To consider a grant application from Axe Valley Ring and Ride Service.</b>  Members of Council considered the application and accompanying financial information but expressed a wish to meet with a representative of the group in October to better understand the benefits of the scheme for the residents of the parish.  Clerk: Please note and organise accordingly. Add to October’s ORD agenda.</p>
<p><b>20/087</b></p>	<p><b>To consider and review Maintenance, Highway and Footpath matters:</b></p> <p><b>i) Maintenance Matters.</b>  Councillors considered the principle of a share “Lengthsman” with All Saints Parish as per their suggestion recently. Clerk was asked to make some further enquiries and return to Council with a report for the next meeting outlining benefits, costs, risks and administrative impact.  Clerk: Please note and action accordingly.</p> <p><b>ii) Highway Matters</b>  In the absence of Cllr. Chubb, no further consideration of this matter was taken forward. Cllr. Hughes commented upon the long-running issue of a water leak on the road to Holy City from the village centre. Clerk was directed to write to the following persons/organisations to express Council’s frustration and dismay at the time taken to address such leaks and the environmental/financial implications as a result of the significant water loss, and the potential for further degradation to the parish road network as winter approached.  <i>South West Water</i>  <i>OFWAT</i>  <i>Neil Parish MP</i>  <i>DCC Highways – Cabinet member, Cllr. Stuart Hughes</i>  Clerk: Please action accordingly.</p> <p><b>iii) Footpath / P3 matters.</b>  No report received from Hon. Footpath Warden but members felt that there were no pressing issues or concerns at the present time.  Clerk: Please add to next meeting agenda.</p>

20/088	<b>Other matters considered as urgent by presiding Chair:</b> None raised.
20/089	<b>Correspondence received, not already circulated:</b> None received.
20/090	<b>Date of next meeting:</b> Next Ordinary meeting of council scheduled for 14 <sup>th</sup> October 2020 7.30pm, likely to be held remotely as per Section 78 Coronavirus Act 2020.
20/091	<b>It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Proposed by Chair, seconded by Cllr Spearing. Resolved unanimously. Access to the Zoom meeting was terminated for non-Councillors and “livestream” broadcast via Facebook was also stopped.</b>
20/092	<b>To consider matters in committee:</b> i) Employee remuneration and performance review. <i>Clerk left the meeting at this point, Chair took over minuting duties.</i> <b>It was proposed by Chair, seconded by Cllr. Spearing, that Clerk’s remuneration be set at SCP 24, backdated to the contracted pay review date of 1<sup>st</sup> April 2020. Resolved unanimously.</b> <i>Clerk re-joined the meeting at this point and took over minuting duties.</i> <b>RFO: Please note and process with immediate effect.</b>
	<b>With no further business to transact, the Chair closed the meeting at 10.45pm</b>

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Wednesday 9<sup>th</sup> September 2020 – 7.30pm as per Section 78  
of the Coronavirus Act 2020 – meeting held via Zoom Platform**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Chair)

Initial: