

CHARDSTOCK PARISH COUNCIL

**Minutes of the Council Meeting held remotely on
Wednesday 14th October 2020 – 7.30pm as per Section 78
of the Coronavirus Act 2020 – meeting held via Zoom Platform**

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

One member 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>Public Forum: Meeting started at 7.30pm.</p> <p><i>Chair outlined procedural rules for online meetings. Chair opened meeting and thanked all those attending and watching.</i></p> <p>i) Reports from Police/Honorary Representatives. Police report had been received and circulated. Hon. Tree Warden asked permission to speak on later agenda items. Agreed.</p> <p>ii) Reports from County and District Councillors. 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>iii) Public Forum. Sandra Ward spoke on behalf of Axe Valley Ring and Ride Community Transport group. Chair thanked speaker for attending and asked Clerk to obtain additional contact details and a current bus timetable for publication in the parish (subject to ongoing Covid19 restrictions) <i>Clerk: Please note and contact organisers accordingly.</i></p> <p>With no further public questions or representations, Chair closed Public Forum session at 7.50pm.</p>
20/093	<p>To note and, if thought fit, to approve apologies for absence received: (LGA 1972 s.85(1))</p> <p>Apologies received from Cllr. Conroy (conflicting engagement) Chair proposed that apologies be noted and absence approved. Resolved unanimously.</p>
20/094	<p>Declarations of interest under the Code of Conduct: Chair declared a Personal interest as a Trustee of the Chardstock Community Hall. No other declarations made.</p>

20/095	<p>To consider any matters listed on this agenda that Councillors consider should be dealt with as confidential business as per the provisions of the Public Bodies (Admission to Meetings) Act 1960:</p> <p>No business considered as confidential other than that already listed on agenda under item 20/107.</p>
20/096	<p>To consider and, if thought fit, approve minutes of the Ordinary meeting of Chardstock Parish Council held on 9th September 2020:</p> <p><i>It was proposed by Cllr. Cockburn, 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. Matters arising from these minutes: <i>None</i></p>
20/097	<p>To consider and, if thought fit, approve minutes of the Extraordinary meeting of Chardstock Parish Council held on 29th September 2020:</p> <p><i>It was proposed by Cllr. Cockburn, seconded by Chair, 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. Matters arising from these minutes: <i>None</i></p>
20/098	<p>To consider matters pertaining to the Coronavirus situation as relates to the parish of Chardstock, including:</p> <p>None raised although Chair did highlight the ongoing worsening of the national situation and assured residents that – should things worsen further – the village was ready to step up and support those in need again.</p>
	<p>Business to be considered:</p>
20/099a)	<p>a) To receive update on Community Hall improvement project:</p> <p>Clerk provided a brief report on progress with the installation of a new fibre broadband service to the hall and confirmed that negotiations were progressing between the broadband provider and BT Openreach as to how the required cabling could be brought to the hall. Clerk to update Council as and when further information available.</p>
20/099b)	<p>b) To consider matters pertaining to trees in the parish:</p> <p><i>i) Trees and habitat at The Parks, Chardstock.</i></p> <p><i>Chair proposed that standing orders be suspended to allow Mr. Davis, the Hon. Tree Warden, to speak on this subject. Resolved unanimously.</i></p> <p>Mr. Davis was invited to speak on this subject. Mr. Davis reiterated his views on the ecological and environmental significance of the site and that any further tree loss would be damaging to the parish. Cllr. Spearing expressed support for Mr. Davis’ position and welcomed the involvement of the EDDC Ward member who is meeting with the landowner, tenant and EDDC Tree Officer to consider the renewal of the existing site-wide TPO and the recent involvement of Natural England. Chair proposed that this matter be re-considered at the next Ordinary meeting when further information has become available. <i>Clerk: Please note and add to November agenda accordingly.</i></p> <p><i>(continued overleaf)</i></p>

	<p>b) To consider matters pertaining to trees in the parish:</p> <p><i>ii) Trees and habitat on Glebe land, Chardstock.</i></p> <p>Cllr. Spearing reported that, as per Council’s agreement, a letter had been sent to the land agent expressing Council’s concerns and frustrations at the recent works undertaken which were felt to be in excess of those agreed between the parties beforehand. It was also felt that EDDC’s Tree Officer was not concerned with the damage being wrought on the site.</p> <p>Cllr. Hughes highlighted that, in the absence of a bat survey (see minutes passim), there was no evidence that anything illegal or unlawful had been done. Clerk was asked to liaise with the officer as a matter of urgency.</p> <p>Clerk: Please note and correspond accordingly. Please report back to Council as soon as possible.</p> <p>Cllr. Spearing also asked that the Council write to the Diocese seeking their views on the works carried out under the land agent’s authority.</p> <p>Proposed by Cllr. Spearing, seconded by Chair. Resolved unanimously.</p> <p>Clerk: Please liaise with Cllr. Spearing to write accordingly and report back to Council with response as and when received.</p> <p>Clerk was asked to add this matter to November’s Ordinary agenda for further consideration. Clerk: Please note and action accordingly.</p>
20/099c)	<p>c) To consider arrangements and costings for potential tree planting projects in the parish for the latter part of the year:</p> <p>Honorary Tree Warden (HTW) reported that 2 sites had been identified for community tree planting in the parish and sought agreement that Council’s ring-fenced Tree Planting reserves could be used for this purpose as a means to work towards Council’s goal to plant at least 100 trees per annum.</p> <p>Cllrs. Hughes and Spearing offered to meet with Mr. Davis during week commencing 26th October at the sites to discuss arrangements.</p> <p>Chair thanked all those volunteering and asked that this matter be considered at next Ordinary meeting.</p> <p>Clerk: Please note and add to NOV agenda accordingly.</p> <p>Cllrs. Hughes and Spearing: Please report back to Council after your meeting.</p>
20/099d)	<p>d) To consider Council’s revised Action Plan for 2020/21:</p> <p>Councillors discussed latest version of Action Plan.</p> <p>Revisions suggested and made to “live” document.</p> <p>Arrangements made for skip amenity provision in November (w/e 14-15th)</p> <p>Clerk to liaise with P3 Footpath Warden re: Lengthsman availability.</p> <p>“Safeguarding the Future Initiative” to be added to November agenda.</p> <p>Clerk to liaise with Cllr. Greer to consider the DCC “preferred” format for Parish Emergency Plans.</p> <p>Chair asked that a standing agenda item be added to consider newsletter content and submissions.</p> <p>Clerk: Please note and action accordingly.</p>
20/099e)	<p>e) To consider membership, and terms of reference, for the proposed</p>

Initial:

	<p>Climate Change Action Working Party (CCAWP) group: Cllr. Spearing was invited to speak by Chair and confirmed that draft Terms of Reference (ToR) would be circulated to all members of Council and that 6 members of the Chardstock community were interested in participating in the nascent CCAWP group. It was felt that a physical meeting might be possible (subject to Covid19 compliant precautions) at the Community Hall. Chair proposed that Council meet the initial costs of such a hall booking upto the value of £30. Seconded by Cllr. Greer. Resolved unanimously. Cllr. Spearing to liaise with hall booking secretary to make the necessary arrangements.</p>
20/099f)	<p>f) To consider proposal from Cllr. Hughes that a parish “sign audit” be undertaken to assess the condition of, and necessity for, all types of signage within the parish and the Blackdown Hills AONB: Cllr. Hughes outlined his concerns in respect of the proliferation of unnecessary and superfluous signage in the parish (and poles left without signage) which constitutes in his opinion “urban clutter”. Clerk confirmed that no existing signs could be removed without DCC Highways consent. Cllr. Hughes and Spearing offered to undertake a full audit of the parish signage which could then be submitted to the Highways Department for their consideration. It was also suggested that a new sign could be installed at the entrance to the Blackdown Hills as a visual welcome to the AONB. This would require consent from the Highways authority to be installed. Cllrs. Hughes and Spearing; Please undertake survey and report back to Council once completed.</p>
20/099g)	<p>g) To consider proposal for a virtual Parish Meeting: Clerk reported on recent suggestions from DALC/NALC for “virtual” meetings that residents can attend and ‘interact’ with the Council in a less formal and rigid manner. The Annual Parish meeting for 2020 was not held due to the ongoing Coronavirus situation and it was considered that the cancellation of that meeting was detrimental to the public in terms of engagement and participation in the democratic process. After discussion, it was felt that Council should seek resident’s views (via social media and newsletter articles) and react accordingly. Clerk: Please action accordingly and report back to Council accordingly.</p>
20/099h)	<p>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: Clerk updated members as to discussions via EDDC as to the recent bid submission. Cllr. Cockburn reported on the success of the village petition which had garnered over 750 signatures. Chair thanked all involved, especially Cllr. Hughes, for creating, publicising and delivering the petition leaflets to residents and gathering them back in, and also to the Village Shop for hosting the collection point. Clerk was asked to send all the supporting data to the District Council to back up our renewal bid submission and to liaise with ward member and report back to Council at earliest opportunity. Clerk: Please note and action accordingly.</p>
20/099i)	<p>i) To consider EDDC “Statement of Licensing Policy” consultation: It was resolved that no submission was required from the Parish Council.</p>

20/099j)	<p>j) To receive update from Clerk as to progress with hardstanding project at Chardstock Cricket/Bowling Club: Clerk reported that works had been completed and had been signed off by DAAT as per terms of their grant award. Chair expressed thanks to all involved, and to the contractor for such a neat and tidy job. Clerk: please pass on Council's thanks and arrange for invoice to be settled.</p>
20/100	<p>a)i) To consider planning applications received to agenda publication: 20/1958/FUL – 1a Green Lane, Chardstock, EX13 7BL Construction of garden studio / office with decking. It was proposed by Cllr Hughes, seconded by Cllr Cockburn, that Council does NOT support this application and submit the following comment:</p> <p>i) That the development creates a loss of privacy for neighbouring properties and causes significant overshadowing.</p> <p>ii) That the height and scale of the building is out of keeping with the adjoining properties and appears to be in breach of current planning regulations in terms of both overall, and base, heights and its proximity to a boundary.</p> <p>iii) That the development has caused significant harm to trees and hedges on-site and appears to create a contravention of the previous conditional consent in 2002.</p> <p>iv) That the application is contrary to the East Devon Local Plan, the Chardstock Parish Neighbourhood Plan and the principles of the Council's Climate Change Emergency Declaration. Resolved unanimously. Clerk: Please submit comment accordingly to EDDC Planning Team. Please also copy the Yarty Ward member for his review.</p> <p>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: None received.</p> <p>b) To consider determinations/decisions advised: As per published agenda. See parish information website for further details. Noted.</p> <p>c) To consider Tree (planning) matters: Councillors had earlier discussed this subject as part of a wider debate. No further consideration afforded.</p> <p>d) To consider Planning Appeals lodged / determined: None advised</p> <p>e) To consider Planning Correspondence: GESP update considered.</p> <p>f) To consider Planning Consultations & other planning matters: This matter (Consideration of Enforcement Protocol) was deferred until the next Ordinary meeting of the Council to allow Cllr. Greer time to prepare her report. Clerk: Please add to November's Ordinary agenda.</p> <p>g) To consider planning applications to be heard at next EDDC Development Management Committee meeting (yet to be convened): Clerk reported that applications as below were to be considered at the next EDDC Planning Committee meeting in November; 19/2283/COU – The Big Office, Chubbs Yard, Chardstock. 20/0375/FUL – Fordings, Chardstock, EX13 7BW Noted. Cllr. Hughes was asked to represent the Council as Chair of Planning Committee and to make representations on the day.</p>
20/101	<p>Financial Matters (RFO to present): a) To receive, and review, financial information for October 2020: Financial information for this month had been previously circulated to members</p>

	<p>for review and also published to website. Noted. No questions from Councillors.</p> <p>b) To consider, and if thought fit, approve payments for October 2020: Payments proposed: £2270.65 as per revised schedule circulated beforehand. It was proposed by Cllr. Greer, seconded by Cllr Spearing that these payments be made in accordance with the schedule. Resolved unanimously. RFO: Please make payments accordingly</p> <p>c) Expenditure authorised under delegated powers: <i>As per schedule published. Noted & Approved.</i></p> <p>d) To consider a grant application from Axe Valley Ring and Ride Service. Councillors noted the details presented earlier by the AVR&R representative but felt that the service was not particularly relevant to Chardstock parish and therefore agreed that no grant funding would be possible at this time. Cllr. Greer asked for contact details from Clerk so she could make contact personally.</p> <p>e) To consider arrangements for 2021/22 Budget and Precept discussions: It was suggested that a Budget and Precept ‘working party’ be scheduled so that the RFO can present a budget forecast to year end, and a draft Budget for the 21/22 financial year, with an accompanying Precept Calculator to show what the effects of hypothetical changes to precept demand might be. Members felt that a physical meeting (subject to Social distancing and Covid compliant hosting) would be easier and more beneficial. Agreed. RFO: Please prepare documents as above and circulate to members. Please arrange a meeting venue for the B&PWP as soon as possible. Please add to November agenda for review and consideration.</p> <p>f) To consider submitting an application to DCC Locality Fund towards costs of car park improvements at CCHT: Proposed by Cllr. Greer, seconded by Cllr. Hughes. Resolved unanimously. Clerk: Please note and proceed accordingly. Please report back to Council once decision known.</p>
<p>20/102</p>	<p>To consider and review Maintenance, Highway and Footpath matters:</p> <p>i) Maintenance Matters. Councillors considered the ongoing proposal for a shared “Lengthsman” with All Saints Parish Council as per decision reached at last month’s meeting. Clerk reported that a suitable candidate had been found and that ASPC had indicated their agreement to appoint this contractor. Cllr. Spearing proposed, seconded by Chair, that the appointment proceeds as per financial budget previously agreed and delegated authority to Clerk to make the arrangements and liaise with contractor to schedule the pending works into their timetable. Resolved unanimously. Clerk: Please note and action accordingly.</p> <p>ii) Highway Matters Cllr. Cockburn raised the issue of blocked drains and water pooling at Harestone Cross and volunteered to take some photos and email the Clerk so that DCC Highways could be alerted and asked to attend and deal with the blockages which were posing safety issues to road users, and residents. Clerk: Please liaise with Cllr. Cockburn and, subsequently, with DCC HW officer for Chardstock parish.</p> <p>Continued Overleaf</p>

	<p>iii) Footpath / P3 matters. No report received from Hon. Footpath Warden but members felt that there were no pressing issues or concerns at the present time. Clerk will liaise with P3 Footpath Warden to ascertain if there are any works pending that the new Lengthsman can attend to within his contractual hours? Noted. Clerk: Please add to next meeting agenda and liaise with P3 Warden as above.</p>
20/103	<p>Other matters considered as urgent by presiding Chair: In light of correspondence received, Chair asked that the issue of the Play Park be added to the next Ordinary agenda (November) for consideration and review. Clerk: Please note and action accordingly.</p>
20/104	<p>Correspondence received, not already circulated: Response from South West Water re: leakage near Hooper's Farm Correspondence from Chardstock Park Trust re: future responsibilities.</p>
20/105	<p>Date of next meeting: Next Ordinary meeting of council scheduled for 11th November 2020 7.30pm, likely to be held remotely as per Section 78 Coronavirus Act 2020.</p>
20/106	<p>This agenda item was not required and no motion was proposed.</p>
20/107	<p>This agenda item was not required and no motion was proposed.</p>
	<p>With no further business to transact, the Chair closed the meeting at 9.50pm</p>

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Wednesday 14th October 2020 – 7.30pm as per Section 78
of the Coronavirus Act 2020 – meeting held via Zoom Platform**

Signed: _____ Date: _____
(Chair)

Initial: