

CHARDSTOCK PARISH COUNCIL

**Minutes of the Council Meeting held remotely on
Wednesday 16th December 2020 – 7.30pm as per Section 78
of the Coronavirus Act 2020 – meeting held via Zoom Platform**

Present (remotely): Cllrs Wilson (Chair), Cockburn, Conroy, Hughes and Spearing
In Attendance: Paul Hayward (Clerk and representing EDDC as Ward member),
Cllr. Iain Chubb (DCC) and two members of the public present via Zoom webinar.

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. No report from Hon. Tree Warden received.</p> <p>ii) Reports from County and District Councillors. a) Devon County Councillor Iain Chubb was in attendance; His report was received and circulated to members and published online. Questions asked regarding streetlighting renewals and rural broadband roll-out. b) East Devon District Councillor Paul Hayward had prepared a written report which had been circulated and published online. No questions raised.</p> <p>iii) Public Forum. A member of the public wished to speak on item 20/127. Chair suggested that he speak on the matter at that point of the meeting. A second member of the public introduced themselves as Liz Pole and advised that she would be standing as a Labour Party candidate in the 2021 Devon County Council elections.</p> <p>With no further public questions or representations, Chair closed the Public Forum session at 7.45pm.</p>
20/122	<p>To note and, if thought fit, to approve apologies for absence received: (LGA 1972 s.85(1))</p> <p>Cllr. Greer sent her apologies due to work commitments. Noted and approved. Other apologies received from Mr. Davis, Hon. Tree Warden</p>
20/123	<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>
20/124	<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: No business considered as confidential.</p>

20/125	<p>To consider and, if thought fit, approve minutes of the Ordinary meeting of Chardstock Parish Council held on 11th November 2020: It was proposed by Chair, seconded by Cllr Conroy, that these minutes be approved as a true and accurate record of that meeting. Resolved unanimously. Chair was unable to sign the minutes due to current circumstances. This will be done at the earliest opportunity. Matters arising from these minutes: None</p>
20/126	<p>To consider matters pertaining to the Coronavirus situation as relates to the parish of Chardstock, including: Clerk updated Council as to finances available within earmarked reserves (£376) and provided a precis of external assistance available via EDDC and DCC. Noted.</p>

20/127	<p>a)i) To consider planning applications received prior to agenda publication: 20/2133/FUL – Myrtle Farm, Holy City, Chardstock, EX13 7DD Replacement Farm Buildings Chair proposed that Standing Orders be suspended to permit public representations. Resolved unanimously. Chair invited member of the public to speak. Representation received re: neighbour’s commercial activity on site, noise issues. Chair thanked member of the public for his input. Councillors discussed application; matters raised: <i>Sparsity of plans submitted, lacking clarity on scale, size and dimensions.</i> <i>Concerns that buildings were not like-for-like replacements in terms of size.</i> <i>Concerns over agricultural justification, usage and scope of activity.</i> <i>Queries over commercial activity on site, specifically logging processing.</i> <i>Surface water / Rainwater management and disposal concerns.</i> <i>Concerns that the commercial activity on site was contrary to policy D7.</i> It was proposed by Cllr. Hughes, seconded by Cllr. Spearing, that the Parish Council did not support the application as it contravened EDDC Local Plan Policy D7, Chardstock Neighbourhood Plan Policies CPNP03d) and CPNP04a) and that the plans submitted were not sufficient to allow a full and thorough assessment of the implications and impact of the development, and that the proposed buildings were not like-for-like replacements. Resolved unanimously. It was further added that an ecology report, landscaping report and drainage report should be commissioned and submitted. Clerk: Please submit comments to EDDC Planning via Portal. Clerk was also directed to contact EDDC Enforcement to make further enquiries regarding buildings (designated as B and C) where it was felt that consent had not been previously approved for enlargement. Additional, Clerk was asked to seek clarity on whether the commercial activity onsite constituted “agriculture” as defined in the relevant planning legislation. There were also some concerns raised regarding the equestrian use of the site. Chair recognised the concerns raised by the neighbour in terms of noise nuisance and suggested that he contact EDDC Environmental Health and copy in the ward member to make any complaints as he felt necessary. Noted. A member of the public left the meeting at this point. Chair proposed resumption of Standing Orders. Resolved unanimously.</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>
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Initial:

	<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: After discussion on the issues of TPOs in the parish and whether Council should challenge the recent decision on such orders at The Parks, it was agreed that Council would direct Clerk to invite the new Chair of the Blackdown Hills AONB Partnership to speak at a future PC meeting on the subject of Tree Protection, and also liaise with our Tree Warden to robustly challenge the TPO system and the issue of Tree Protection by way of representations to the forthcoming Local Plan Review. Clerk: Please note and action accordingly.</p> <p>d) To consider Planning Appeals lodged / determined: None advised</p> <p>e) To consider Planning Correspondence: None received.</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 January's Ordinary agenda.</p> <p>g) To consider planning applications to be heard at next EDDC Development Management Committee meeting (yet to be convened): None advised.</p>
20/128	<p>Financial Matters (RFO to present):</p> <p>a) To note resignation of Internal Auditor (as per correspondence rec'd): Noted. Chair extended Council's thanks for work undertaken in 2020-21.</p> <p>b) To consider appointment of replacement Internal Auditor for 2020-21: It was proposed that Sharon Webb be appointed for the role at an annual cost of £100. Proposed Cllr. Hughes, seconded Cllr. Spearing. Resolved unan. RFO: Please notify Mrs Webb accordingly and diarise for April to begin Internal Audit arrangements following financial year end (31/03/2021).</p> <p>c) To note receipt of External Auditor's Unqualified Assurance for the financial year 2020-21: Noted.</p> <p>d) To approve payment of External Auditor's statutory fee of £300 (to be paid within schedule below if approved): Proposed Cllr. Conroy, seconded Cllr. Hughes. Resolved unanimously.</p> <p>e) To consider renewal of ICO subscription for 2021 - £35 fee payable: Proposed Cllr. Spearing, seconded Cllr. Conroy. Resolved unanimously. RFO: Please note and process payment accordingly.</p> <p>f) To consider renewal of CPRE subscription for 2021 - £36 fee payable: Proposed Cllr. Spearing, seconded Cllr. Hughes. Resolved unanimously. RFO: Please note and process payment in January accordingly.</p> <p>g) To receive, and review, financial information for December 2020: Financial information for this month had been previously circulated to members for review and also published to website. Noted. No questions from Councillors.</p> <p>h) To consider, and if thought fit, approve payments for December 2020: Payments proposed: £2087.29 as per revised schedule circulated beforehand. It was proposed by Cllr. Hughes, seconded by Cllr Spearing, that these payments be made in accordance with the schedule. Resolved unanimously. RFO: Please make payments accordingly</p> <p>i) Expenditure authorised under delegated powers: As per schedule published. Noted & Approved.</p>

	Business to be considered:
20/129a)	<p>a) To receive update on Community Hall improvement project: Chair reported that the new broadband connection in the hall did not appear to be functioning correctly. Clerk offered to investigate and report back. Clerk: please note and action accordingly.</p>
20/129b)	<p>b) To consider matters pertaining to trees in the parish:</p> <p>In the absence of the Hon. Tree Warden, the Chair suggested that these matters be deferred until January's meeting. Clerk: Please note and add to January agenda accordingly and extend an invitation to Mr. Davis to attend via Zoom.</p>
20/129c)	<p>c) To consider arrangements and costings for potential tree planting projects in the parish for the latter part of the year:</p> <p>As above (20/129b), the matter was deferred until January. Clerk: Please note and add to January agenda.</p>
20/129d)	<p>d) To consider matters pertaining to Chardstock Park trust in light of recent correspondence; to consider outcome of recent meeting between trustees and the Parish Council:</p> <p>Chair reported on recent meeting between parties and discussions on asset transfers, lease arrangements and transition of duties and responsibilities. It was proposed by Chair, seconded by Cllr. Hughes, that authority be delegated to Clerk to seek costings for legal fees relating to proposed lease renewal and increased insurance premium for added risks and equipment value. Resolved unanimously. Clerk: please action and report back to Council when financial costs known/obtained.</p>
20/129e)	<p>e) To consider matters pertaining to the re-registration of The George Public House as an asset of community value (ACV; update from Chair & Cllr. Cockburn:</p> <p>It was proposed that this matter be deferred until January 2021 as no response * had yet been received to Chair's letter of complaint to EDDC on behalf of the Parish Council. Resolved unanimously. Clerk: Please note and add to January agenda.</p> <p><i>* Response was received after meeting but the matter still requires further consideration.</i></p>
20/129f)	<p>f) To consider request from Clerk for expenditure of £140 (approx.) to purchase a palletised supply of road grit salt for parish use; to be stored at a secure location yet to be determined:</p> <p>Proposed by Chair, seconded by Cllr. Hughes. Resolved unanimously. Clerk: Please note and arrange purchase once location for storage has been agreed upon.</p>

20/129g)	<p>g) To consider matters pertaining to the village war memorial: Cllr. Chubb kindly offered to make enquiries with a fellow Devon County Councillor with regards to this matter. Subsequently, it was discovered that the Royal British Legion does not get involved with this issue but that the War Memorials Trust are a good source of data re: funding, conservation, maintenance etc. Clerk to investigate further. Clerk: Please note and add to January agenda accordingly for further consideration.</p>
20/129h)	<p>h) To consider matters pertaining to the previous resolution to purchase a public bench to be sited at Holy City “Triangle” as a parish amenity: In light of recent correspondence from a parishioner on this subject, Councillors discussed the matter further. There was a difference of opinion between members of Council as to how to proceed in such cases in future; some felt that newly approved amenities should not be installed until a period of “reflection” had passed to allow comments from the public, others felt that their role as elected members of the community was to make such decisions and to stand by them. After a lengthy discussion on the subject, it was proposed by Cllr. Conroy, seconded by Cllr. Spearing, that Council should proceed with the purchase and installation as previously resolved but that Clerk should make prior enquiries of EDDC to establish whether a recycled (re-used) bench could be acquired. Votes for 3, against 2. Resolved. Clerk: Please make enquiries as directed and report back to Council with outcome. Please add to January’s agenda for final decision to be made.</p>
20/129i)	<p>i) To consider submission of articles for January’s Parish Magazine: Suggestions for articles put forward; Update on ACV (The George) and nature/basis of complaint to EDDC Proposed tree projects in Spring 2021 Chair: Please draft accordingly and submit for inclusion in January.</p>
20/129j)	<p>j) To consider Council’s response to earlier correspondence relating to The Parks: Chair proposed that this matter be re-considered in January 2021. Resolved Clerk: Please note and add to January agenda accordingly for further consideration.</p>
20/129k)	<p>k) To consider Parish Council’s response to the Devon Carbon Plan Consultation document (deadline is 15th February 2021): Chair proposed that this matter be re-considered in January 2021. Resolved Clerk: Please note and add to January agenda accordingly for further consideration.</p>
20/129l)	<p>l) To consider matters pertaining to parish street lighting – as per recent DCC correspondence on the subject: Cllr. Chubb kindly offered to raise this matter with the portfolio holder at DCC and return to Council with his findings. Members discussed the potential use of dimmers, LED bulbs and their impact on the dark skies and rural setting of the parish within the AONB. It was agreed to revisit the matter in January. Clerk: Please note and add to January agenda accordingly for further consideration. Please liaise with Cllr. Chubb as directed and report back to Council.</p>

20/129m)	<p>m) To consider matters pertaining to street furniture and signage in the parish: Chair proposed that this matter be re-considered in January 2021. Resolved Clerk: Please note and add to January agenda accordingly for further consideration.</p>
20/129n)	<p>n) To consider Council’s formal response to EDDC survey on “Reopening High Streets Safely” It was proposed by Cllr. Conroy, seconded by Chair, that no formal comment or response was necessary given Chardstock’s limited retail availability. Resolved unanimously. No action necessary.</p>
20/130	<p>To consider and review Maintenance, Highway and Footpath matters:</p> <p>Items i) to iv) were discussed and no actions resolved. There was a general discussion regarding the ongoing road closures for patching works in the village. Clerk to liaise with Footpath Warden to arrange completion of annual survey forms and financial submissions as per P3 scheme obligations. Clerk: Please note and action accordingly.</p>
20/131	<p>Other matters considered as urgent by presiding Chair: None raised.</p>
20/132	<p>Correspondence received, not already circulated: None other than that referred to above.</p>
20/133	<p>Date of next meeting: Next Ordinary meeting of council scheduled for 13th January 2020 7.30pm, likely to be held remotely as per Section 78 Coronavirus Act 2020.</p>
20/134	<p>This agenda item was not required and no motion was proposed.</p>
20/135	<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 10.15pm</p>

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Signed: _____ Date: _____
(Chair)

Initial: