

CHARDSTOCK PARISH COUNCIL

**Minutes of the Council Meeting held remotely on
Wednesday 13th January 2021 – 7.30pm as per Section 78
of the Coronavirus Act 2020 – meeting held via Zoom Platform**

Present (remotely): Cllrs Wilson (Chair), Cockburn, Conroy and Hughes
In Attendance: Paul Hayward (Clerk and representing EDDC as Ward member),
One member 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. No Police report had been received. Report from Hon. Tree Warden received and circulated.</p> <p>ii) Reports from County and District Councillors. a) Devon County Councillor Iain Chubb was not in attendance; No report was received. b) East Devon District Councillor Paul Hayward presented a verbal report. No questions raised by members.</p> <p>iii) Public Forum. No members of the public indicated a wish to speak.</p> <p>With no further public questions or representations, Chair closed the Public Forum session at 7.40pm.</p>
20/136	<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. Cllr. Spearing sent his apologies as he had a conflicting engagement. Noted and approved. Other apologies received: Mr. Davis, Hon. Tree Warden.</p>
20/137	<p>Declarations of interest under the Code of Conduct: Chair declared a Personal interest as a Trustee of the Chardstock Community Hall. Cllr. Hughes declared a personal interest in 20/2553/TCA as the applicant was his “relevant person”. No other declarations made.</p>
20/138	<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>

20/139	<p>To consider and, if thought fit, approve minutes of the Ordinary meeting of Chardstock Parish Council held on 16th December 2020: It was proposed by Chair, seconded by Cllr Cockburn, 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: <i>Cllr. Hughes sought confirmation that Clerk had contacted EDDC Planning to seek clarity on whether “logging” constituted an agricultural activity, or whether it was a commercial activity. Clerk outlined the information that had been provided by EDDC LPA.</i></p>
20/140	<p>To consider matters pertaining to the Coronavirus situation as relates to the parish of Chardstock, including: Chair highlighted the current national restrictions during the Coronavirus crisis and encouraged all members of the community to stay at home wherever and whenever possible. Reassurance was offered that shopping and medication collection services were still available within the parish. Clerk confirmed the current balance of the Coronavirus resilience fund reserve.</p>
20/141	<p>a)i) To consider planning applications received prior to agenda publication: None received.</p> <p>a)ii) To consider planning applications received after agenda publication as detailed in supplementary agenda circulated and published online (listed as 20/150/S): ONE: 20/2553/TCA – Hoopers Farm, Chardstock. Felling of 4 x Ash trees and 1 x ornamental Cypressus. <i>As Cllr. Hughes had declared an interest, he was moved to the virtual “waiting room” for the duration of the discussion and vote.</i> It was proposed by Chair, seconded by Cllr Cockburn, that Council supported this application. Resolved unanimously.</p> <p>TWO: 20/2133/FUL – Myrtle Farm, Holy City, Chardstock, EX13 7DD Replacement Farm Buildings <i>Further plans had been submitted and Councillors wished to consider these having already submitted an objection following December’s ORD meeting.</i> After lengthy discussion, and review of the new/amended plans, it was proposed by Cllr. Hughes, seconded by Cllr. Cockburn, that the Parish Council still did not support the application for the reasons previously stated and commented upon. Resolved 3 votes for, 1 against. Clerk: Please submit comments to EDDC Planning via Portal.</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: None raised.</p> <p>d) To consider Planning Appeals lodged / determined: 2 advised: 20/00062/REF – Hookmills, Chardstock (Appeal in progress) 20/00068/REF – Chubbs Yard, Chardstock (Appeal lodged)</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 February’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>

20/142	<p>Financial Matters (RFO to present):</p> <p>a) To consider and approve final Budget and Precept figures for 2021-22): This matter had been considered by Council previously. Chair proposed that budget figure for the next financial year be set at £25,600 with Precept demand (Council Tax) remaining unchanged at £15,750. Seconded Cllr. Cockburn. Resolved unanimously. RFO: Please notify the billing authority (EDDC) by the 20th January deadline.</p> <p>b) To consider Council's Annual Risk Assessment for 2020-21: It was proposed by Chair, seconded by Cllr. Cockburn, that the Risk Assessment be approved. Resolved 3 votes for, 1 abstention (PH).</p> <p>c) To consider Council's Internal Financial Control Review for 2020-21: It was proposed by Cllr Cockburn, seconded by Chair, that the Internal Financial Control Review be noted and approved. Resolved unanimously.</p> <p>d) To receive, and review, financial information for January 2021: 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>e) To consider, and if thought fit, approve payments for January 2021: Payments proposed: £992.12 as per payment schedule circulated beforehand. It was proposed by Chair, seconded by Cllr Hughes, that these payments be made in accordance with the schedule. Resolved unanimously. RFO: Please make payments accordingly</p> <p>f) Expenditure authorised under delegated powers: As per schedule published. Noted & Approved.</p>
	<p>Business to be considered:</p>
20/143a)	<p>a) To consider annual review of Council's Policy documents as follows: The three draft policies below had been circulated to members for their review.</p> <ul style="list-style-type: none"> i) Grant Assessment and Award Policy ii) Publication Scheme Policy iii) Complaints Policy <p>It was proposed by Chair, seconded by Cllr. Cockburn, that these policies be adopted and implemented with immediate effect. Resolved unanimously. Clerk: please note and action accordingly. Please bring forward further policies for review to February's ORD meeting.</p>
20/143b) 20/143c)	<p>b) To consider matters pertaining to trees in the parish:</p> <p>c) To consider arrangements and costings for potential tree planting projects in the parish for the latter part of the year: In the absence of the Honorary Tree Warden, Chair proposed that these two agenda items be deferred until February. Resolved. Clerk: Please add to February ORD agenda.</p> <p>It was noted that guidance from the Tree Council (in relation to the ongoing CV19 pandemic) was that no community planting should take place at the current time in view of restrictions in force and social distancing constraints. Mr. Davis was aware of the current difficulties and was working with groups and residents to establish what might be possible under the circumstances.</p>

Initial:

20/143d)	<p>d) To consider matters pertaining to Chardstock Park Trust (CPT) in light of recent correspondence and further meetings between parties:</p> <p>Clerk reported on recent meeting between parties and discussions on asset transfers, insurance premium costs, lease arrangements and costs for legal representation and transition of duties and responsibilities from CPT.</p> <p><i>It was proposed by Chair, seconded by Cllr. Cockburn, that Clerk be directed to begin to create the necessary replacement lease documents with a local Solicitor and to arrange for the equipment to fall under the Council's All-Risks Insurance Policy at the point where the CPT's policy lapses i.e., on 1/4/2021, and for a pro-rata premium uplift to be incurred. Resolved unanimously. Clerk: please action and report back to Council as matters progress. Please liaise with CPT to obtain equipment check schedules and to establish when that group intends to wind down the charitable activities and hand their assets to the Parish Council.</i></p>
20/143e)	<p>e) To consider matters pertaining to the re-registration of The George Public House as an asset of community value (ACV) and to receive an update on the complaint lodged with EDDC by the Parish Council seeking a review of the decision to NOT re-register the pub as an ACV:</p> <p><i>Chair proposed to suspend Standing Orders temporarily to allow public representations. Resolved unanimously.</i></p> <p>Chair invited a member of the public to speak.</p> <p>Chair confirmed that no reply had been received to their complaint and suggested that the Chair be duly delegated to chase a response by email, copying in the ward member, the EDDC CEO – Mark Williams – and the Leader of the Council, the Portfolio Holder for Planning, and the Portfolio Holder for Democracy & Governance. Should no reply still be forthcoming, Council could then decide upon the next course of action.</p> <p>Clerk advised that a local resident had kindly offered support in the campaign to seek a review of the decision and had a contact in Yorkshire who had been through a similar situation (and successfully challenged a refusal).</p> <p>The member of the public who spoke at the start of the debate also offered to support the Council, as much as he could, to seek a review.</p> <p><i>It was proposed by Cllr. Cockburn, seconded by Cllr. Hughes, that the Chair be so delegated to act on Council's behalf, with copies of any correspondence being circulated to members beforehand and to Clerk for archiving. Resolved unanimously.</i></p> <p><i>Chair: Please action accordingly as per delegated authority afforded.</i></p> <p>It was further suggested that this matter be re-considered in February 2021 and as a standing agenda item thereafter. Resolved unanimously.</p> <p><i>Clerk: Please note and add to February agenda.</i></p> <p><i>Chair proposed to resume Standing Orders. Resolved unanimously.</i></p>
20/143f)	<p>f) To consider update from Climate Change Emergency Working Party group:</p> <p>In the absence of Cllr. Spearing (Chair of the CCEWP), the Chair proposed that this matter be deferred until February. Agreed.</p> <p><i>Clerk: Please note and add to February agenda.</i></p>

20/143g)	<p>g) To consider matters pertaining to the village war memorial: Following on from December’s discussions on this subject, it was proposed by Chair, seconded by Cllr. Cockburn, that the Clerk be directed to seek quotations for a valuation of the War Memorial (for insurance purposes) and, once received, to enquire as to the premium uplift to enable the structure to be included within Council’s All-Risks policy. Furthermore, Clerk to be directed to liaise with EDDC Conservation officer to establish what can, and cannot, be done to the War Memorial, including the flagpole and mount, the concrete base and the surrounding planting and landscaping area. Resolved unanimously. Clerk: Please note and return to Council with update/information when received. It was also suggested that Clerk liaise with the current unofficial custodian of the War Memorial to advise them of Council’s resolution and to invite them to cooperate with Council on future works and maintenance. Clerk: Please note and action accordingly.</p>
20/143h)	<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 additional correspondence from parishioners on this subject, Councillors discussed the matter further. Clerk reported back (as per December’s directions) that EDDC would more than likely have some re-used (and thus recycled) benches available in late Spring. It was proposed by Chair that the matter be deferred until April for further consideration. The other matters raised by residents (both for and against the proposal) can be discussed at the same time. Clerk: Please add to April’s ORD agenda.</p>
20/143i)	<p>i) To consider submission of articles for January’s Parish Magazine: Suggestions for articles put forward; 2021 Tree Planting update Dark Skies article (c/o Cllr. Hughes) Notification of Precept and Budget decision and implication for taxpayers. Update on The George ACV bid and complaint. Chair: Please draft accordingly and submit for inclusion in February.</p>
20/143j)	<p>j) To consider Council’s response to earlier correspondence relating to The Parks: Chair proposed that, in light of the time since letter received and the many conversations with the correspondent on the subject since that time, no further correspondence was necessary. Resolved unanimously. Clerk: Please file under correspondence archive.</p>
20/143k)	<p>k) To consider Parish Council’s response to the Devon Carbon Plan Consultation document (deadline is 15th February 2021): In the absence of Cllr. Spearing (the Chair of the CCEWP), Chair proposed that this matter be re-considered in February 2021. Resolved. Clerk was also asked to obtain hard copies of the DCPC document, or PDF versions and circulate. Clerk: Please note and add to February agenda accordingly for further consideration as above, and obtain whatever copies were freely available.</p>

20/143l)	<p>l) To consider matters pertaining to parish street lighting – as per recent DCC correspondence on the subject: Cllr. Hughes presented a paper on the subject to Council. During the debate that followed, the following points were raised: <i>Replacement of bulbs with LEDs gives more accurate control of light levels and timers.</i> <i>Dark Skies were important to the parish and to the AONB.</i> <i>Could trials be undertaken with all street lighting turned off?</i> <i>In response to that suggestion, several members felt that decision could only be made after asking parishioners via a survey or questionnaire as many valued the additional lighting for safety and security.</i> <i>Consensus of opinion was that ultimate decision would be made by DCC H/ways</i> <i>Could “Heritage” lighting be installed in Conservation Area? Who would pay?</i> Clerk was asked to liaise with DCC Highways and the EDDC Conservation Officer to establish what could be done within current guidelines, planning rules, budgets and operational timetables. Report back to Council when all replies received. Clerk: Please note and action accordingly.</p>
20/143m)	<p>m) To consider matters pertaining to street furniture and signage in the parish: The general question was raised by Cllr. Hughes. “Do residents wish to see more or less signage in the village and wider parish?” Cllr. Hughes had provided a comprehensive report on extraneous and redundant signage and posts within the parish boundaries and Clerk was asked to take this matter up with the DCC Highways Officer to establish whether they could be removed to reduce urban clutter in the AONB (including Development Signage relating to Axminster Town builds!). Clerk: Please note and action accordingly. Please add to February agenda accordingly for further consideration and to consider reply. Clerk was also directed to contact Dalwood PC to ascertain what the cost of their AONB signage was. Clerk: Please note and action accordingly.</p>
20/144	<p>To consider and review Maintenance, Highway and Footpath matters: Items i) to iv) were discussed. Clerk was asked to raise the worsening road surface condition at the Tytherleigh/A358 junction with DCC Highways (and Highways England, this being a major trunk road). Clerk was also asked to establish whether any training courses for Chapter 8 were available or could be funded by DCC or elsewhere under the Road Warden Scheme. Clerk: Please note and action accordingly.</p>
20/145	<p>Other matters considered as urgent by presiding Chair: None raised.</p>
20/146	<p>Correspondence received, not already circulated: None other than that referred to above.</p>

20/147	Date of next meeting: Next Ordinary meeting of council scheduled for 10 th February 2020 at the earlier time of 7.00pm, likely to be held remotely as per Section 78 Coronavirus Act 2020.
20/148	This agenda item was not required and no motion was proposed.
20/149	This agenda item was not required and no motion was proposed.
	With no further business to transact, the Chair closed the meeting at 10.15pm

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Signed: _____ Date: _____
(Chair)

Initial: