

## CHARDSTOCK PARISH COUNCIL

**Minutes of the Council Meeting held remotely on  
Wednesday 10<sup>th</sup> March 2021 – 7.00pm as per Section 78  
of the Coronavirus Act 2020 – meeting held via Zoom Platform**

Present (remotely): Cllrs Wilson (Chair), Cockburn, Conroy, Greer and Spearing  
In Attendance: Paul Hayward (Clerk & representing EDDC as Yarty Ward member),  
Cllr. Iain Chubb, Devon County Councillor (Whimble & Blackdown Division)

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 Parish Council Facebook page*

**Public Forum:**

**Meeting started at 7.00pm.**

*Chair outlined procedural rules for online meetings.*

*Chair opened meeting and thanked all those attending and watching.*

**i) Reports from Police/Honorary Representatives.**

No Police report had been received.

No report from Hon. Tree Warden had been received.

**ii) Reports from County and District Councillors.**

a) Devon County Councillor Iain Chubb had provided a written report but also kindly gave a verbal report to members.

*Subsequently, the report was circulated and published accordingly*

b) East Devon District Councillor Paul Hayward presented a verbal report.

No questions raised by members.

**iii) Public Forum.** A parishioner spoke about Fibre Broadband provision in the parish and those schemes available to improve coverage and connectivity. BT Openreach (BTO) had quoted a fixed charge of £108,000 to connect 104 properties in the parish to Fibre Broadband, with the “Community Contract” voucher scheme covering this cost at £120,000 value. However, BTO wished to do business with an established Community organisation (such as a Parish Council) otherwise a Community Interest Company would need to be established. The downside of the Parish Council being the primary contract partner is that it would become liable for any shortfalls in the funding stream if, for any reason, other partners/participants pulled out (taking their voucher contributions with them). Clerk asked members for a deferment of this matter until he could take legal/financial advice on whether the PC could act in this way and what the liability issues might potentially be. The parishioner confirmed that the estimated timetable for delivery (once contracted) would be 12 months. Chair asked Clerk to make these enquiries as a matter of urgency and return to Council / MoP asap with results. Please add to next ORD agenda for discussion.  
*Clerk: Please note and action accordingly by whatever means necessary (SLCC/DALC/NALC).*

**With no further public questions or representations, Chair closed the Public Forum session at 7.30pm.**

20/164	<p><b>To note and, if thought fit, to approve apologies for absence received:</b> <b>(LGA 1972 s.85(1))</b></p> <p>Cllr. Hughes sent his apologies due to conflicting commitments. Noted and approved. <b>Proposed from the Chair. Resolved unanimously.</b></p> <p>Other apologies received: Mr. Davis, Hon. Tree Warden.</p>
20/165	<p><b>Declarations of interest under the Code of Conduct:</b></p> <p>No declarations made.</p>
20/166	<p><b>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:</b></p> <p>No business considered as confidential.</p>
20/167	<p><b>To consider and, if thought fit, approve minutes of the Extraordinary meeting of Chardstock Parish Council held on 24th February 2021:</b></p> <p><b>It was proposed by Cllr. Spearing, seconded by Cllr Conroy, that these minutes be approved as a true and accurate record of that meeting. Resolved unanimously.</b></p> <p>Chair was unable to sign the minutes due to current circumstances. This will be done at the earliest opportunity.</p> <p><b>Matters arising from these minutes:</b> <i>None. Clerk confirmed all action points either completed or in progress, to be reported upon at a later meeting.</i></p>
20/168	<p><b>To consider matters pertaining to the Coronavirus situation as relates to the parish of Chardstock:</b></p> <p>Nothing further to add on this subject other than to note current restrictions. RFO confirmed that Covid19 Reserve balance unchanged since last meeting.</p>
20/169	<p><b>PLANNING MATTERS:</b></p> <p><b>a)i) To consider planning applications received prior to agenda publication:</b> None to be considered.</p> <p><b>a)ii) To consider planning applications received after agenda publication as detailed in supplementary agenda circulated and published online:</b> None to be considered.</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> 21/0521/TCA (21/0011/TCA withdrawn) – 2 Victoria Place, Chardstock. Planning application to fell 1 tree (Cherry) and pollard 1 Hawthorn. <b>It was proposed by Cllr Conroy, seconded by Cllr Spearing, that Council did support this amended application as it took on board previous comments from the Parish Council. Members asked that consultee comments reflected the desire of the PC for the applicant to work with EDDC’s Tree Officer for guidance. Resolved unanimously. Clerk: Please submit comment to EDDC Planning.</b></p> <p><b>d) To consider Planning Appeals lodged / determined:</b> Two advised: 20/00062/REF – Hookmills, Chardstock (Appeal in progress) 20/00068/REF – Chubbs Yard, Chardstock (Appeal lodged) <b>It was proposed by Cllr. Cockburn, seconded by Cllr. Conroy, that Council make no further representation to the Appeal Hearing, relying on their previous comments to make clear their continued objection. Resolved unanimously.</b></p> <p><i>Continued Overleaf</i></p>

<p><b>20/169</b> Continued</p>	<p><b>e) To consider Planning Correspondence:</b> None received.</p> <p><b>f) To consider planning applications to be heard at next EDDC Planning Committee meeting on 17<sup>th</sup> March 2021:</b> Clerk reported that application 20/2133/FUL (Myrtle Farm) would be considered at the next Planning Committee meeting. Noted. It was agreed that no member of the Council would attend to make a further representation against this application.</p> <p><b>g) To approve response to EDDC Local Plan Review Initial Consultation on behalf of the Parish Council:</b> The formulation of a response of behalf of the Council had been delegated to the Chair at an earlier meeting of this authority (24/02/2021) in cooperation with members. Cllr. Spearing thanked Chair for her transcription of his written notes. The substantive response document was approved by members unanimously. Chair to submit on Council's behalf, with a copy being provided to Clerk for the Parish Council archive. <i>Chair: Please note and action accordingly, noting the submission deadline of noon on 15/03/2021 (Monday).</i></p> <p><b>h) To consider policy on planning enforcement matters within the parish:</b> Cllr. Greer had kindly prepared a report which had been circulated to all members of Council (and the Clerk). Chair thanked Cllr. Greer for the report and suggested that the matter be fully discussed and considered at the next ordinary meeting scheduled for 14<sup>th</sup> April. Agreed unanimously. <i>Clerk: Please add to 14/4 ORD agenda accordingly.</i></p>
<p><b>20/170</b></p>	<p><b>Financial Matters to be considered:</b></p> <p>a) March 2021 Financial reports (as previously circulated and published) were considered and reviewed. No questions from members.</p> <p>b) Financial Payments for March 2021 were considered - £1335.81</p> <p><i>Payment proposed by Chair, seconded by Cllr. Greer. Resolved unanimously. It was also approved within this proposal that the RFO be afforded the delegated authority (by way of the extant financial regulations) to settle any payments that fall due prior to financial year end to enable to swift closedown of the 2020/21 financial accounts.</i></p> <p>c) No items of expenditure paid under delegated authority to be considered for March.</p> <p>d) To consider financial outturn report for 2020/21 FY and to consider draft AGAR (Annual Return) report. RFO confirmed that arrangements were in place for the internal and external audit to allow for review and consideration by May 2021 (given uncertainty around the hosting of meetings after 6/5/2021) Noted.</p> <p><i>A member of the public (via Facebook) asked for clarity regarding Council Grant award and application process moving forward. Chair asked RFO to respond.</i></p>
	<p><b>Business to be considered:</b></p>

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<p><b>20/171 a&amp;b)</b></p>	<p><b>a) To consider matters pertaining to trees in the parish; and b) To consider arrangements and costings for potential tree planting projects in the parish for the latter part of the year:</b> <i>Chair proposed that both matters be considered as a single agenda item. Resolved unanimously.</i></p> <p>Cllr. Spearing presented a report to Council (in the absence of the Hon. Tree Warden, who was unable to attend). Hedge-works at Burridge had been reported as a potential cause for concern, and Devon Hedgelaying Assoc. had responded stating that they were aware and that “talking to landowners” was the best way forward. Cllr Spearing asked for permission to attend meetings of that group on the Parish Council’s behalf. Agreed unanimously.</p> <p>Noting the Council’s achievements for tree planting in this financial year, but also the underspend against budget, <b>it was proposed by Chair, seconded by Cllr. Spearing, that the Council publishes its intention to plant at least 300 trees in the next financial year (21/22) throughout the parish using unspent reserves and future budget allocations. Resolved unanimously.</b></p> <p><b>Chair also proposed that the Chardstock Climate Change Emergency Working Party (CCCEWP) continue to work with the Parish Council to undertake planting projects and liaise on matters such as publicity, promotional activity, grant acquisition, etc. Resolved unanimously.</b></p> <p>Chair thanked members (and Chair) of CCCEWP for their sterling efforts to date and suggested that both parties should not be backward in coming forward to promote what they had achieved, and were intending to achieve in the future. CCCEWP group (via Cllr. Spearing) agreed to provide as many photos as they could for any planting events so that Clerk could publicise using Council’s website, social media channels and local media such as newsletter, etc.</p>
<p><b>20/171c)</b></p>	<p><b>c) 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 further correspondence and legal advice received in this regard:</b></p> <p>Cllr. Cockburn was invited by Chair to provide an update. Legal advice (pro bono) received indicates that any case against EDDC for their determination of the previous ACV bid submission was likely to be unsuccessful and that it seemed apparent that Council (and the community) would have to wait for 18 months to re-apply. Cllr. Cockburn raised the question: does one bid (even if unsuccessful) prevent another from a separate party (or group of parties)? <i>Clerk was asked to seek clarity on that question from EDDC. Please note.</i></p> <p>Cllr. Cockburn said that the local action group had 12 members now, all ready to assist if called upon. Cllr. Cockburn had also spoken with the property owner, who had provided some clarity on the present lease arrangements and the (unlikely) possibility of a building sale in the future. Cllr. Cockburn said that if the property became available the Chardstock community would like to investigate the possibility of a community purchase. The owners again reiterated that the freehold becoming available was unlikely but requested that Cllr. Cockburn state the community’s intentions in writing to them. It was agreed by council that Cllr. Cockburn would draft a letter, for review by council prior to sending to the owners. Finally, Cllr. Cockburn advised that he had made contact with the Plunkett Foundation, which had offered their support to similar community groups in the past in relation to other ACV bids. Chair thanked Cllr. Cockburn for all of his efforts and hard work. Clerk was asked to add this matter to next ORD agenda and update members as and when replies received. <i>Clerk: Please note and action accordingly.</i></p>

Initial:

<p><b>20/171d)</b></p>	<p><b>d) To consider update from Chardstock Climate Change Emergency Working Party group (CCCEWP):</b></p> <p>Notwithstanding the discussion above, Cllr. Spearing (as Chair of this private group) reported back to Council on recent activity/events. The group now comprised 20 local members and had held their inaugural Zoom meeting on 2<sup>nd</sup> March, which was well received and allowed for a positive and worthwhile discussion. Another meeting was planned for the end of March/early April. Cllr. Spearing also mentioned that a litter-picking event was taking place over the weekend of the 13<sup>th</sup> and 14<sup>th</sup> March around the village, to be publicised on local social media channels. Clerk offered to speak to another local Parish Council to seek a temporary loan of their litter picking equipment, and also to provide supplies of PPE from the Parish Council's own stocks.</p> <p><i>Clerk: Please liaise with Cllr. Spearing in this regard.</i></p>
<p><b>20/171e)</b></p>	<p><b>e) To consider submission of articles for Parish Magazine - April edition:</b></p> <p>Suggestions for articles put forward;  <i>Those already detailed above.</i></p> <p>CCCEWP Tree planting achievements and future plans  Confirmation of green skip amenity at the Community Hall; Easter weekend.  Update on Play Park transfer to the Parish Council  Confirmation of Parish Council Annual Meeting for 5<sup>th</sup> May 2021.</p> <p><i>Chair: Please draft accordingly and submit for inclusion in April.</i></p>
<p><b>20/171f)</b></p>	<p><b>f) To consider update on matters pertaining to the Chardstock play area:</b></p> <p>Clerk provided a verbal report on progress to date.  Cllr. Spearing asked about the wooded area to the rear of the play area as a potential location for parish tree planting projects. Clerk offered to send the Land Registry map to all members to clearly identify this area and also adjoining land (soon to be) under PC control via the lease where habitat and conservation projects could be undertaken to support Council's Green/Climate Change aims and objectives. <i>Clerk: Please forward to all members as directed.</i></p>
<p><b>20/171g)</b></p>	<p><b>g) To consider update on matters pertaining to Chardstock War Memorial:</b></p> <p>Clerk provided a verbal report on progress in this regard.  Valuation report/Condition survey had been commissioned and requested.  EDDC's Conservation officer had provided some welcome advice on planning consent for the potential removal of the existing flagpole and mounting brackets (although the condition survey will touch on this too) but had also confirmed that planning permission was not required for a replacement flagpole (subject to size limitations etc). Chair thanked Clerk for the update and looked forward to receiving the reports in due course. Clerk was asked to add to next ORD agenda if responses available by that time.</p> <p><i>Clerk: Please note and action accordingly.</i></p>

20/171h)	<p><b>h) To consider Council’s revised Health and Safety Policy (as amended):</b></p> <p>It was proposed by Cllr. Greer, seconded by Cllr. Spearing, that Council adopts the revised, substantive Health and Safety Policy with immediate effect. Resolved unanimously.</p> <p>Clerk: Please add the revised, adopted version to Council’s Policy database.</p>
20/171i)	<p><b>i) To consider Parish Council’s next steps re: street lighting provision and proposals in the parish:</b></p> <p>Cllr. Spearing was invited by Chair to present his report to Council.  Cllr. Spearing confirmed that he had been in contact with DCC Highways dept. in respect of this topic and that they had confirmed that, within 18-24 months, all sodium bulbs in parish street lights would be replaced with “white” LED bulbs as an economic measure. However, no firm dates as to when Chardstock lighting would be changed over. On behalf of the CCCEWP, Cllr. Spearing offered to undertake some research and evidence-gathering to establish parish feelings on these proposals. Suggested membership of this research group:</p> <p><i>1 x Parish Councillor,</i>  <i>1 x member of CCCEWP,</i>  <i>1 x member from the business community,</i>  <i>1 x member from a village institution (ie. School, Church, Community Hall), &amp;</i>  <i>1 x independent parishioner not involved with any other group</i></p> <p>Once this group had met and considered the subject, and gathered some evidence, a report would be compiled and presented to the Council to consider further.  Cllr. Cockburn asked for assurance that any report would be balanced and fair and take into account all sides to this sensitive topic. Cllr. Spearing was happy to provide this assurance. Chair thanked all for their eagerness to cooperate on this subject and looked forward to reading the report in due course.</p>
20/171j)	<p><b>j) To consider Council’s response to recent correspondence re: HGV traffic in the parish:</b></p> <p>Clerk outlined his discussions (as Ward member) with relevant parties in this regard and was asked to keep Council abreast of progress/feedback as and when required. No Police involvement at this time.</p> <p>Clerk: Please note and liaise with EDDC/DCC to monitor the problem.</p>
20/171k)	<p><b>k) Further to recent resolution on Council’s Social Media Protocol, the Parish Council to consider whether to continue with the “livestreaming” of Parish Council’s Zoom Webinar meetings (as permitted under The Coronavirus Act 2020):</b></p> <p>Chair suggested that Council continue to “livestream” for the time being until all members of the Council were present to state their views on this current method of parishioner engagement. It was noted that, under existing legislation, the ability to hold meetings via Zoom (and therefore via “livestreaming”) would end on 5<sup>th</sup> May 2021 and given that only 2 meetings were scheduled between today and the 5<sup>th</sup> May, the matter may resolve itself before any further consideration takes place. This position was unanimously agreed by all members present.</p> <p>Clerk: Please note and continue as previously, albeit via new PC Facebook page.</p>

20/172	<p><b>To consider &amp; review Maintenance, Highway and Footpath (MHF) matters:</b></p> <p>Items i) to iv) were discussed. Clerk provided a report encompassing all sub-sections i) to iv) inclusive. It was noted that a VAS * had been installed on the A358 just south of Tytherleigh Arms by persons unknown and Clerk was asked to ascertain who it belonged to, and whether any data could be obtained from that device. Clerk was also asked to add MHF matters to agenda as a standing item.</p> <p>Clerk: Please note and add to April agenda accordingly.</p> <p>Clerk: Please investigate origin of the Vehicle Activated Sign * (VAS) and report back to the Parish Council.</p>
20/173	<p><b>Other matters considered as urgent by presiding Chair:</b></p> <p>Clerk sought agreement from the Parish Council members to delay the Annual Parish Meeting from the 28<sup>th</sup> April 2021 until a later date (but not later than 30<sup>th</sup> June 2021) as it was currently not possible to safely host this event in the Community Hall and both conform to the Local Government Act AND the current Coronavirus restrictions in force for public meetings indoors.</p> <p>Agreed by members.</p> <p>Clerk: Please note and publicise accordingly. Please provide alternative dates for this meeting. Chair: Please add this postponement to the April Parish Magazine PC submission.</p>
20/174	<p><b>Correspondence received, not already circulated:</b></p> <p>2 consultations were still pending which would need to be addressed and considered at the next Ordinary meeting in April;</p> <p>EDDC Community Asset Transfer (CAT) Policy Consultation Devon Waste Strategy Consultation</p> <p>Clerk: Please add to next ORD agenda for 14<sup>th</sup> April 2021.</p>
20/175	<p><b>Date of next meeting:</b></p> <p>Next Ordinary meeting of council scheduled for 14<sup>th</sup> April 2021 at the earlier time of 7.00pm, likely to be held remotely as per Section 78 Coronavirus Act 2020.</p>
20/176	<p><i>Consideration of this agenda item was not required and no motion was proposed.</i></p>
20/177	<p><i>Consideration of this agenda item was not required and no motion was proposed.</i></p>
	<p><b>With no further business to transact, the Chair closed the meeting at 9.15pm</b></p>

**Minutes of the Council Meeting held remotely on  
Wednesday 10<sup>th</sup> March 2021 – 7.00pm as per Section 78  
of the Coronavirus Act 2020 – meeting held via Zoom Platform**

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

Initial: