

CHARDSTOCK PARISH COUNCIL

Minutes of the Extraordinary Council Meeting held remotely on Wednesday 11th August 2021 – 7pm; meeting held in Chardstock Community Hall.

Present: Cllrs Wilson (Chair), Cockburn and Conroy (quorate)

In Attendance: Paul Hayward (Clerk)

Michael Davis, Hon. Tree Warden for the Parish

43 members of the public in attendance.

	<p><i>Chair outlined fire regulations and CV19 precautions applicable.</i></p> <p>Meeting started at 7.00pm.</p> <p>Public Forum:</p> <p>No questions or representations from public in attendance.</p> <p>Chair closed Public Forum session accordingly at 7.05pm.</p>
EM21/15	<p>To note and, if thought fit, to approve apologies for absence received: (LGA 1972 s.85(1))</p> <p>Cllr. Eames had sent his apologies. Chair proposed approval. Resolved unanimously.</p>
EM21/16	<p>Declarations of interest under the Code of Conduct: None declared.</p>
EM21/17	<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.</p>
EM21/18	<p>To consider and, if thought fit, approve minutes of the Ordinary Meeting of Chardstock Parish Council held on 7th July 2021:</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 signed the minutes as a true record of the meeting held 7th July 2021.</p> <p>Matters arising from these minutes: <i>None</i></p> <p><i>Clerk: Please publish these approved minutes on Council's formal website.</i></p>
EM21/19	<p>To consider matters pertaining to Casual Vacancies on the Parish Council:</p> <p>Having received one nomination to fill the Casual Vacancy that exists on the Parish Council, and noting the period of time that had elapsed since the vacancy arose, the Chair asked those assembled if anyone else wished to put themselves forward for nomination. Subsequently, there was an expression of interest from a parishioner in attendance and, as such, the Clerk suggested that the matter of "co-option" be deferred until the next Ordinary meeting of the Council to allow time for him to speak with the new candidate in order to ascertain their eligibility as per legislation and to obtain a supporting statement for members to peruse and review prior to their decision. On that basis, the Chair proposed that this matter be deferred as suggested by the Proper Officer. Resolved unanimously.</p> <p><i>Clerk: Please add this business to the next Ordinary Meeting agenda (15/9) and liaise with the parishioner concerned to confirm their eligibility and to obtain the supporting statement for their candidacy (and also, from the other nominee).</i></p>
	<p>Chair proposed that Item EM21/22a) be considered next. So resolved.</p>

Initial:

EM21/22a)	<p>a)i) To consider matters pertaining to the proposed closure of the Community Shop, and a)ii) To consider any available grants for the purpose of maintaining the village store amenity.</p> <p>Chair invited Mr. Davis (Current Owner) to speak. Mr. Davis outlined reasons for the proposed closure and the alternative provision of Postal Services for the village if the closure went ahead. Summary of other representations: <i>Suggestion that a Community Shop Working group/Action group be established. Point made that the Parish Council has limited powers (and funds) in this regard and that, ultimately, it will fall to the community to save the shop if they wish to retain the amenity.</i> <i>Clarification that the Hall is operated as a charitable entity and that its constitution may not permit the operation of a retail shop on the hall premises. Further investigation was needed in that respect from the Hall Trustees.</i> <i>Reference made to both Hawkchurch and Thorncombe Village shops which have been successfully operated by the community under similar circumstances.</i> <i>Reference made to The Plunkett Foundation who will provide guidance for community groups seeking to understand the principles of community-operated retail facilities.</i> <i>Suggestion put forward that a separate Parish Meeting be organised with the sole purpose of calling the community together to discuss the way forward and to determine whether an Action group can be established and with what aims.</i> <i>Suggestion that representatives of Hawkchurch and Thorncombe Village Shops be invited to attend if possible to outline their success.</i> <i>Expressions of interest from those in attendance with offers of help in various ways, and using a wide range of skills and experience.</i> <i>The potential for a community “share ownership” scheme or donations towards costs of purchasing the shop from current owners.</i> <i>Suggestion that a Parish Referendum be held to establish interest and agreement on any future action. Suggestion that this matter be mentioned in the next parish Magazine edition.</i></p> <p>After a lengthy debate, it was suggested that a Parish Meeting be convened on Thursday 19th August in the Community Hall at 7pm to discuss the issues mentioned above and to enable other parishioners to participate in the debate. Chair proposed that the Parish Council contribute upto £100 towards any advertising and delivery costs for publicity material. Seconded Cllr. Conroy. Resolved unanimously. It was further proposed by Cllr. Cockburn, seconded by Cllr. Greer, that they would jointly create a form or wording for a parish survey or questionnaire on this subject, to be circulated to all stakeholders for their agreement and/or comment. Resolved unanimously.</p> <p><i>Clerk: Please note and make arrangements accordingly, advertising as widely as possible on all media, noticeboards, website etc. Please liaise with Chair and Councillors to establish costs of publicity material; such expenditure to be undertaken using delegated authority already afforded to the Clerk by Council.</i></p>
	<p>Chair proposed that the meeting be adjourned for 10 minutes to allow any members of the public (not wishing to remain for the rest of the meeting) to disperse and leave the venue. Resolved unanimously. Meeting adjourned at 7.35pm. Meeting resumed at 7.45pm. Chair thanked all members of the public for attending and hoped to see them all (plus more) on the 19th. <i>Cllr. Greer had joined the meeting by this point. Four members now present.</i></p>

EM21/20	<p>Planning matters to be considered:</p> <p>a)i) To consider planning applications received prior to agenda publication: 21/1807/PDO – Chubbs Yard, Chardstock, EX13 7BT Conversion of office into single dwelling. Resubmission of PDO application. <i>Chair invited members of the public to make representations to Council on this subject. Three members of the public took the opportunity to speak.</i> After further discussion amongst Councillors, it was proposed by Cllr. Conroy, seconded by the Chair, that Council maintains its original objection to this PDO planning application on the grounds previously submitted, adding that the Council has concerns about the impact of commercial activity on the future occupants of the dwelling if so consented. Furthermore, Council asks the EDDC Ward member for the Parish to seek the deferral of this application to the EDDC Planning Committee for their determination, rather than the matter being determined by way of EDDC officer delegated powers. Resolved unanimously.</p> <p>21/1742/TRE – The Old House, Chardstock, EX13 7BT <i>Chair invited Hon. Tree Warden to speak on this planning application. Mr. Davis gave a brief report outlining his views on the application and summarising his conversations with the EDDC Tree Officer. Both were in agreement that the proposed works were justified and reasonable and would cause no harm to the tree.</i> It was therefore proposed by Cllr. Greer, seconded by Cllr. Cockburn, that the Parish Council support this application. Resolved unanimously. Clerk: Please submit these comments to the Local Planning Authority by the consultee deadline noted.</p> <p>a)ii) To ratify planning decisions made under previously resolved delegated authority: 21/1845/AGR – Farway Farm, Chardstock. EX13 7DD Construction of an agricultural barn. <i>Supported by the Parish Council.</i> 21/1562/LBC – School Yard Cottage, Chardstock. EX13 7BX Inscription of cottage name on front door lintel (Listed Building Application) <i>Supported by the Parish Council.</i> 21/1572/FUL – Home Cottage, Burr ridge, EX13 7DF Constr. of detached triple garage with home office above. <i>Amended plans supported by the Parish Council.</i> Chair proposed ratification of all three decisions previously submitted. Resolved unanimously.</p> <p>a)iii) To consider planning applications received after agenda publication as per supplementary agenda circulated to all members. None received for consideration.</p> <p>b) Determinations/Decisions advised by LPA: None advised to Council since last meeting.</p> <p>c) Tree (Planning) Matters: None advised.</p> <p>d) Appeals lodged/in progress: None advised.</p> <p>e) Planning correspondence received: None received.</p> <p>f) Planning applications to be considered at forthcoming EDDC Planning meetings where the Parish Council may wish to make a representation: None advised.</p> <p>g) Planning Consultations in progress: Members of Axminster Neighbourhood Plan Steering Group had asked to make a presentation to Chardstock Parish Council. Clerk was asked to invite them to speak at September's Ordinary Council Meeting. Clerk: Please note and invite the representatives accordingly.</p>
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EM21/21	<p>Financial Matters to be considered:</p> <p>a) To consider and, if thought fit, to approve payments for August 2021 in the sum of £953.08 as per schedule previously circulated and published online. Approval proposed by Chair, seconded by Cllr. Greer. Resolved unanimously. RFO: Please note and make payments accordingly on the due date.</p> <p>b) To consider items of expenditure authorised in August under Chair's / Clerk's delegated authority. <i>None specified.</i></p> <p>c) To consider, and review, financial information and reports for August 2021. Noted. <i>No questions to RFO from members of Council.</i></p> <p>d) To seek additional bank signatories from current Council membership. <i>In light of the deferral of the proposed co-option of a new member to the Parish Council, the Chair suggested that this matter be deferred also until September's Ordinary meeting. Resolved accordingly.</i> Clerk: Please add this business to the agenda for September's meeting.</p> <p>e) To consider matters pertaining to the Parish War memorial.</p> <p>i) To consider quotations for the renovation works proposed. The Clerk had provided 3 quotations for members to consider but advised that a 4th quote was pending following a suggestion from a member of Council in respect of another local contractor who might be happy to undertake the works. In order to prevent any further delays, it was proposed by Chair that Clerk be given delegated authority to obtain the 4th quote as suggested but that should this be for more than the lowest price already quoted, then the Clerk was to proceed to engage the cheapest contractor (from the original 3 quotes) as soon as possible at those terms. Seconded by Cllr. Cockburn. Resolved unanimously. RFO: Please note and liaise with 4th contractor accordingly. If the price quoted is more than the price quoted by contractor AB then proceed as directed. Please note that no works can proceed until Listed Building Consent has been obtained from EDDC for the works.</p> <p>ii) To consider planning application for works proposed (LBC). Chair proposed that Council proceed with submitting the application. Seconded Cllr. Greer. Resolved unanimously. Clerk: Please note and action accordingly, concurrently with action above.</p> <p>iii) To consider adding war memorial as a Parish Council asset to Council's All-Risks insurance policy and asset register. Chair proposed that Council proceed with the amendment to our insurance policy at a premium cost of £77.20 and that the War Memorial be formally added to the Parish Council's Fixed Asset Register with immediate effect. Seconded Cllr. Conroy. Resolved unanimously. Clerk: Please note and action accordingly.</p> <p>iv) To consider any further matters pertaining to the War Memorial. Chair agreed to talk with Chardstock Gardening Club regarding future planting and grounds maintenance on the war memorial site. Clerk to talk with former custodian of the war memorial to obtain clarification about the replacement flag pole and any residual funds available for ongoing maintenance that had previously been amassed via local fundraising. Clerk to seek information from EDDC Conservation Officer as to whether the planned renovation works (as above) could also include the use of decorative granite aggregates around the base of the memorial (on top of the concrete pad) to provide a greater and more pleasant amenity and to negate the need for costly repairs to the concrete surface which was starting to deteriorate. Chair/Clerk: Please action accordingly and report back to Council asap.</p>
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Initial:

	Business to be considered:
EM21/22b)	<p>b) To consider Parish Council's response to the National Bus Strategy Consultation:</p> <p>Members discussed the consultation document and agreed to delegate to the Clerk the authority to submit their considered response (and prioritisation of issues therein) to the relevant consultative body by the deadline date. Clerk: Please note and action accordingly.</p>
EM21/22c)	<p>c) To consider grant availability for further maintenance on the Chardstock Community Hall:</p> <p>After discussion regarding the potential grants available, it was agreed that Clerk/RFO should continue to research and investigate all funding opportunities and pass any details of potential funding streams to both Councillors and Hall Trustees. This matter is to be re-considered at a future meeting of the Council as and when any possible grant funds are available. No action required as a result of this agenda item.</p>
EM21/22d)	<p>d) To consider update on matters pertaining to waste and recycling in the parish:</p> <p>Chair invited Clerk (in his capacity as ward member for the parish) to present a verbal report on current challenges in the entire district with regards to waste and recycling and the service pressures currently being experienced. Report noted. No action required as a result of this agenda item.</p>
EM21/22e)	<p>e) To consider replacement of Parish Council's laptop for use at Council meetings etc: (In conjunction with the Clerk's other Council employers)</p> <p>Chair proposed that the Parish Council make a contribution of £200 (net) towards the costs of a replacement laptop device given the concurrent agreements from other (connected) Councils. Seconded Cllr. Greer. Resolved unanimously. Clerk: Please note and liaise with the two other Councils involved to make the necessary financial arrangements for the acquisition of the proposed hardware.</p>
EM21/22f)	<p>f) To consider works required on FP30 to alleviate flooding and waterlogging issues:</p> <p>Following representations from nearby residents, the Clerk had been in correspondence with DCC Public Rights of Way team regarding the potential cause of the waterlogging and flooding at a particular section of the footpath which appears to be caused by a blockage on an adjacent residential property. After discussion, it was agreed that Clerk would undertake some research to discover the ownership of the property in question, and to correspond with that party to explain the nature of the perceived problem and to seek their cooperation to resolve the matter cordially and quickly. Any costs involved to be expended by the Clerk under his delegated authority. It was also suggested that the Clerk liaise with SWW (South West Water) regarding the possible need for some minor works to raise the level of some meter ironwork. Clerk: Please note and action accordingly. Please report back to Council as and when any correspondence is responded to.</p>
EM21/23	<p>Other matters considered as urgent by presiding Chair for discussion only:</p> <p>None raised.</p>

Initial:

EM21/24	Correspondence received; that not already circulated to members: None received.
EM21/25	Date of next meeting: The next Ordinary meeting is to be held on the 15 th September 2021. 7.00pm start time.
EM21/26	There being no business to discuss in Committee session, this agenda item was therefore not considered.
EM21/27	Matters to be considered in committee session: i) Employment matters incl. Annual Performance Review (APR). It was suggested by Chair that consideration of this matter be deferred until such time that the NJC pay negotiations had been completed and a national pay award agreed upon. Resolved unanimously. Clerk: Please note and bring back to Council at that time.
	With no further business to transact, the Chair closed the meeting at 9.10pm

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Signed: _____ Date: _____
(Chair)

Initial: