

CHARDSTOCK PARISH COUNCIL

Minutes of the Extraordinary Council Meeting held remotely on Thursday 28th October 2021 – 7pm; meeting held in Chardstock Community Hall.

Present: Cllrs Wilson (Chair), Greer (Vice-Chair) *, Eames and Reeve (quorate).

In Attendance: Paul Hayward (Clerk)

1 member of the public in attendance. * *Joined meeting at 7.25pm.*

	<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>
EM21/28	<p>To note and, if thought fit, to approve apologies for absence received: (LGA 1972 s.85(1))</p> <p>None received.</p>
EM21/29	<p>Declarations of interest under the Code of Conduct: None declared.</p>
EM21/30	<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>
EM21/31	<p>To consider and, if thought fit, approve minutes of the Ordinary Meeting of Chardstock Parish Council held on 6th October 2021:</p> <p><i>It was proposed by the Chair seconded by Cllr. Eames, 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 6th October 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>
	<p><i>Chair proposed that agenda item 21/34d) be brought forward on the agenda for discussion and consideration. Resolved unanimously.</i></p>
EM21/34d)	<p>Financial Matters to be considered:</p> <p>d) To consider grant award request from Chardstock Community Shop Committee (CSCC).</p> <p>Chair invited Mr. Wheeler (treasurer of the CSCC) to speak in support of the application for grant assistance.</p> <p><i>It was proposed by the Chair that the Parish Council support the work of the Committee with an "in principle" grant of £800 as requested, funds to be drawn down upon application by the Committee. Seconded by Cllr. Reeve. Resolved unanimously.</i></p> <p><i>RFO: Please note and liaise with Mr. Wheeler accordingly. Please remit funds upon request subject to receipt of verified bank details (to be corroborated by sight of a formal bank statement/bank letter).</i></p> <p><i>Mr. Wheeler left the meeting at 19.10hrs.</i></p>
	<p><i>Chair proposed that agenda order be resumed. Resolved unanimously.</i></p>

EM21/32	<p>To consider matters pertaining to the two Casual Vacancies on the Parish Council:</p> <p>Clerk confirmed that the formal period for petitioning the District Council for an election to fill the two Casual Vacancies had ended on the 11th October 2021, with no petition demanded. Therefore, the Parish Council could now proceed to fill the vacancies via the process known as Co-Option.</p> <p>It was proposed that a deadline of Noon on the 9th November 2021 be set for receipt of expressions of interest and/or nominations for co-option. Furthermore, it was proposed that the Ordinary meeting in December include an agenda item to consider nominations (if received) for co-option. Resolved unanimously.</p> <p><i>Clerk: Please advertise the co-option process and timetable deadline on social media, the Council's website and on parish noticeboards accordingly. Please add to December ORD agenda for further discussion and consideration.</i></p>
	<p><i>Cllr. Greer joined the meeting at 7.25pm.</i></p>
EM21/33	<p>Planning matters to be considered:</p> <p>a)i) To consider planning applications received prior to agenda publication:</p> <p>21/2647/FUL – Little Orchard, Tytherleigh. EX13 7BG Erection of garage and carport.</p> <p><i>It was proposed by the Chair, seconded by the Cllr. Eames, that Council supported this application. Resolved unanimously.</i></p> <p>21/2505/FUL – IvyGreen Farm, Chardstock, EX13 7BY Change of use of outbuilding to annexe/office (retrospective application).</p> <p><i>It was therefore proposed by the Chair, seconded by Cllr. Reeve, that the Parish Council support this application but that the following consultee comment be submitted to the planning authority;</i></p> <p><i>At the Extraordinary meeting of the Parish Council held 28th October 2021, the Parish Council considered this application. Whilst the Council regrets that the proposed works appear to have been completed prior to the determination of this application (ie. the application is retrospective), Councillors have no objection to the proposals and plans as submitted but would seek formal conditions within any approval consent limiting the use of the proposed building to activities linked to the current commercial and residential activity of the site ie. preventing the use of the building as either holiday letting accommodation or as a separate residential dwelling for letting or sale unless a planning application to seek change of use is submitted to the Local Planning Authority beforehand which can be properly considered and commented upon by the Parish Council, residents of the parish and the EDDC ward member for Chardstock.</i></p> <p><i>Resolved unanimously.</i></p> <p><i>Clerk: Please submit these comments to the Local Planning Authority by the consultee deadline noted and copy in the EDDC ward member at the same time.</i></p> <p>a)ii) To consider planning applications received after agenda publication as per supplementary agenda circulated to all members.</p> <p>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: None advised.</p>

EM21/34	<p>Financial Matters to be considered:</p> <p>a) To consider and, if thought fit, to approve payments for October 2021 in the sum of £2370.27 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 October 2021 under Chair's / Clerk's delegated authority. <i>None specified.</i></p> <p>c) To consider, and review, financial information and reports for October 2021. Noted. <i>No questions to RFO from members of Council.</i></p> <p>d) (see above – considered earlier in the meeting)</p>
	<p>Business to be considered:</p>
EM21/35a)	<p>a) To consider correspondence from parishioner regarding proposed works to the Parish War Memorial and to agree response from the Council as per Council's published Correspondence Policy:</p> <p>Members discussed the correspondence at length and direction was given to the Clerk to prepare a draft formal response to the correspondent outlining Council's position with regards to the proposed works. <i>Clerk: Please prepare as directed and forward to Chair for approval as soon as possible. Once reply sent, please copy in all members for their reference.</i></p>
EM21/36	<p>Other matters considered as urgent by presiding Chair for discussion only:</p> <p>Matters raised:</p> <ul style="list-style-type: none"> i) Flagpole at War Memorial ii) Update on parish CPT mower asset service/refurbishment/sale iii) Request for purchase of pedestrian barriers to prevent CCH trip hazard. <p><i>Chair asked that all of these matters be added to the next ORD agenda for November's meeting due on 10th November 2021.</i></p>
EM21/37	<p>Correspondence received; that not already circulated to members:</p> <p>None received.</p>
EM21/38	<p>Date of next meeting:</p> <p>The next Ordinary meeting is to be held on the 10th November 2021. 7.00pm start time, to be held in the Chardstock Community Hall Committee room.</p>
EM21/39	<p>"It was proposed by the Chair that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Seconded by Cllr. Greer. Resolved unanimously.</p>
EM21/40	<p>Matters to be considered in committee session:</p> <ul style="list-style-type: none"> i) Employment matters. <p>Clerk updated members of Council on a confidential employment matter. Noted.</p>
	<p>With no further business to transact, the Chair closed the meeting at 7.55pm</p>

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Signed: _____ Date: _____
(Chair)

Initial: