

CHARDSTOCK PARISH COUNCIL

Minutes of the Ordinary Council Meeting held on Wednesday 12th January 2022 – 7.00pm; meeting held in Chardstock Community Hall.

Present: Cllrs. Wilson (Chair), Eames, Reeve and Sonnenberg (quorate).

In Attendance: Paul Hayward (Clerk) (also representing East Devon District Council)
0 members of the public in attendance.

	<p>Meeting started at 7.00pm. The Chair welcomed all in attendance and outlined Fire Safety precautions and CV19 compliance and safety guidance.</p> <p>Public Forum:</p> <ul style="list-style-type: none"> i) No Tree report provided by Hon. Tree Warden. Police report circulated. ii) No report to Council from Hon. Footpath Warden on P3 matters. iii) Reports from County & District Councillors. <ul style="list-style-type: none"> a) No report received from Cllr. Chubb. b) Brief verbal report from Cllr. Hayward. No public questions to Cllr. Hayward. iv) No member of the public wished to speak. v) Written report from Chardstock Community Shop Committee circulated. <p>The Chair closed Public Forum session accordingly at 7.10pm.</p>
22/001	<p>To note and, if thought fit, to approve apologies for absence received: (LGA 1972 s.85(1))</p> <p>Apologies for absence received from Cllrs. Greer (work commitment) and Hughes (personal conflicting engagement).</p> <p>Approval of reasons proposed by Chair, seconded by Cllr. Reeve. Resolved unanimously.</p> <p>Absence of County Cllr. Chubb and Hon. Tree Warden/P3 Wardens noted.</p>
22/002	<p>Declarations of interest under the Code of Conduct:</p> <p>Chair declared a personal interest as a Trustee of the Community Hall. <i>Chair highlighted the need for members to declare any interests that arose during the meeting.</i></p>
22/003	<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>Chair proposed that agenda items 22/005 and 22/007e) to considered in Part 2 (confidential committee session) due to the nature of the request and the associated confidential and legal issues involved. Seconded by Cllr. Reeve. Resolved.</p>
22/004	<p>To consider and, if thought fit, approve the minutes of the Ordinary Meeting of Chardstock Parish Council held on 8th December 2021:</p> <p>Approval of the minutes of this Ordinary meeting was proposed by the Chair, seconded by Cllr. Eames. Resolved unanimously.</p> <p>Signed as a true record of that meeting by the Chair.</p> <p>Matters arising from these minutes: <i>Clerk confirmed that the broken ride-on mower had been successfully disposed of at NIL cost to the parish.</i></p>

Initial:

22/005	<p>To consider matters pertaining to the Chardstock Community Shop (and committee): <i>See 22/003 above. This matter is to be considered in Part 2 session.</i></p>
22/006	<p>Planning matters to be considered:</p> <p>a)i) To consider planning applications received prior to agenda publication: No applications received for Council to consider.</p> <p>a)ii) To consider planning applications received after agenda publication as per supplementary agenda circulated to all members. No applications received for Council to consider.</p> <p>b) Determinations/Decisions advised by LPA: As per agenda published. Noted by Council.</p> <p>c) Tree (Planning) Matters: No applications received for Council to consider.</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 pending/in progress; to agree response from the Parish Council (if appropriate): Council directed ward member (PH) to seek removal of Chardstock from Local Plan Review draft as a Tier 4 Service Village due to concerns about overall sustainability of the village in development terms. Clerk was asked to publish the Chardstock excerpt (of the recent Strategic Planning Committee agenda) on the Council's website (planning section).</p> <p>h) To consider any current planning enforcement matters in the parish: None advised.</p>
22/007	<p>Financial Matters to be considered:</p> <p>a) To consider and, if thought fit, to approve payments for January 2022: It was proposed by Chair, seconded by Cllr. Reeve, that those payments should be made. Resolved unanimously. RFO: Please note and action accordingly.</p> <p>b) To consider items of expenditure incurred in January 2022 under Chair's/Clerk's delegated authority: <i>Noted.</i></p> <p>c) To consider financial accounts and reports for January 2022 (Q4): <i>Noted.</i></p> <p>d) To consider grant requests from Chardstock Eco-Group (3). Proposed by Chair, seconded by Cllr. Eames, that RFO be directed to seek further information/financial justification for grant requests 1 & 2 and that grant request 3 be declined as purpose of grant was a project being undertaken by the PC already. Resolved unanimously. RFO: Please note and action accordingly.</p> <p>e) To consider grant requests from Chardstock Community Shop Committee: <i>See 22/003 above. This matter is to be considered in Part 2 session.</i></p> <p>f) To consider grant requests from Axe Valley Ring and Ride Group: It was proposed by Cllr. Eames, seconded by Cllr. Sonnenberg, that Council declined to provide a cash grant award on this occasion citing the minimal use of the service in the village currently, but that Council would, as an alternative, offer a paid advert (approx. value £60) in the Parish Magazine for 12 months to allow AVRR to promote and publicise their service to a wider parish audience. Resolved unan. RFO: Please action accordingly and convey decision.</p>

Initial:

	<p>g) To note summary of monies due to All Saints Parish Council (who assisted with financial payments between September 2021 and January 2022) and to approve reimbursement in full: <i>Noted. Chair suggested that she write a formal letter of thanks to All Saints Parish Council thanking them for their assistance. Agreed.</i></p> <p>h) To receive update from RFO as to ongoing progress to add new signatories to Unity Trust Bank account. <i>Noted. All signatory changes now actioned and in place.</i></p>
	Business to be considered:
22/008a)	<p>a) To consider funding of recommended repairs and maintenance to Chardstock Play Area. <i>Proposed by Chair, seconded by Cllr. Eames, that works (as recommended by play inspector) are carried out expeditiously by Clerk under his delegated authority. Resolved unanimously.</i></p> <p>Chair also wished to thank a local resident for his volunteer works on the benches inside the play area. Cllr. Reeve offered to investigate funding opportunities to pay for additional equipment on the site.</p>
22/008b)	<p>b) To consider submission of articles to Parish Newsletter for the February 2022 edition: Potential article submissions: Chardstock's future within the Local Plan review. Update on war memorial planning consent (re: maintenance works) Defibrillator training update Budget and Precept resolution summary (with comprehensive report in March) <i>All other content delegated to the Chair to submit on Council's behalf.</i> <i>Chair: Please submit appropriate article to the Newsletter Editor.</i></p>
22/008c)	<p>c) To consider update from RFO on proposed application to the EDDC Community Building Fund for up to £5000 towards further improvement works to the Chardstock Community Hall: RFO provided update. Noted.</p>
22/008d)	<p>d) To consider any updated matters pertaining to the Parish War Memorial: Consent had been given by EDDC Planning Officers (albeit with conditions) and Clerk had been in contact with the stonemasons contracted to undertake the works who, in turn, were liaising with EDDC Conservation officers in order to discharge those conditions. Noted.</p>
22/008e)	<p>e) To consider correspondence from parishioner regarding forthcoming VCRR Navigational Rally scheduled for 15th and 16th January (through the parish) and to agree any actions (if necessary): Correspondence was noted and Clerk was directed to write to the event organisers seeking their assurances that any damage to parish roads, verges and infrastructure would be repaired at their cost. A copy of the correspondence to be sent to DCC Highways Officer. <i>Clerk: Please action accordingly.</i></p>
22/008f)	<p>f) To consider and, if thought fit, to approve the budget and precept demand for the Parish for the 2022-23 financial year (this matter having been deferred from the December meeting of Council): Council noted that the parish precept had not risen in 2021-22 and that service demands on the Council meant that a further precept "freeze" was unsustainable. <i>It was proposed by Chair, seconded by Cllr. Reeve, that an expenditure budget of £34,500 be agreed, and a precept demand of £20,00 be issued to EDDC. Resolved unanimously. RFO: Please submit demand to EDDC and liaise with Chair to prepare a budget statement for release in March 2022.</i></p>

22/008g)	<p>g) To consider shared expenditure with All Saints Parish Council towards costs of new printer for Clerk’s use on mutual parish council business: Chair proposed, seconded by Cllr. Sonnenberg, that expenditure of upto £175 (net) be approved, subject to provision of receipts for the Council’s financial records. Resolved unanimously. Clerk: Please make the joint arrangements with ASPC.</p>
22/008h)	<p>h) To receive update on proposed forthcoming defibrillator awareness event: Clerk advised that he was participating in further Level 2 AED/CPR training at the end of January and that this would enable the awareness event to take place during February. Noted.</p>
22/008i)	<p>i) To consider the need to make future meetings of this Council (until a date to be agreed upon) “Consultative” only; to be held via Zoom or other digital / web platform in light of ongoing Coronavirus health risks and with recommendations being duly delegated to the Proper Officer to administer and execute: It was proposed by Chair, seconded by Cllr. Sonnenberg, that Council adopts the principle of “consultative” meetings as above, with any recommendations from such a meeting being duly delegated to Council’s Proper Officer to execute; this amendment to Council’s Standing Orders being valid until the 30th April, whereupon a further resolution of Council would be necessary to extend that period. Resolved unanimously. Clerk: Please note and action in consultation with Chair if such a meeting is required due to ongoing Coronavirus restrictions/legislation.</p>
22/008j)	<p>j) To consider arrangements for any parish celebrations in recognition/celebration of HM The Queen's Platinum Jubilee in June 2022: Councillors agreed that Parish Council should support any parish celebrations but were mindful that each community group was likely to wish to host their own function and that Council’s role might better be described as a facilitator rather than an organiser of such events. It was also agreed that Council would consider requests for financial support (under s137 powers) but that these would be considered on a case-by-case basis rather than a defined sum being set aside for such expenditure at this time. Chair asked that this matter remain as a standing agenda item for the time being.</p>
22/009	<p>To consider Parish Maintenance, Highways and Footpath (P3) matters: i) Parish Lengthsman issues: Clerk was maintaining contact with Lengthsman and dealing with issues as they arose. Council had significantly underspent in this financial year on maintenance works and these funds could (with Councillor’s agreement) be vired into a reserve fund to bolster the 2022-23 budget allocation. ii) Highway Maintenance/traffic/speeding issues: Nothing to report. iii) CRWS: Clerk was monitoring potholes/RSD’s on parish highway network and was able to react quickly using the new filling material acquired in conjunction with Axminster Town Council and ASPC which had proved to be very effective in rapid repair situations. Some additional road signage was required and Clerk was directed to obtain under the CRWS budget by way of Chair’s/Clerk’s delegated authority in conjunction with ASPC (the Council’s partner agency for such expenditure). iv) P3/Footpath Matters. Clerk and Hon. Footpath Warden were liaising to ensure that the annual P3 survey and budget allocation bid were submitted by the deadline date so that Council obtained its annual grant from DCC (albeit that the level of grant funding was being considered by DCC as part of their own budgetary constraints). Chair raised an issue regarding a parish stile which the Clerk is looking into.</p>

Initial:

<p>22/009 (Cont.)</p>	<p>iv) Flooding and flood resilience. It was proposed by Chair, seconded by Cllr. Eames, that Council purchase 4 bulk-bags of sharp sand to fill the sandbag stocks (already held) and that the filled sandbags be stored on parish land in case of need in an emergency. Resolved unanimously. Clerk: Please note and arrange accordingly and liaise with hall trustees to agree upon a suitable location where the filled bags can be stored near the community hall.</p>
<p>22/010</p>	<p>Other matters considered as urgent by presiding Chair for discussion only: None raised.</p>
<p>22/011</p>	<p>Correspondence received; that not already circulated to members: None received.</p>
<p>22/012</p>	<p>Date of next meeting: Next Ordinary meeting of council scheduled for 9th February 2022 7.00pm start time, to be held at the Community Hall (Committee Room). Clerk: Please prepare agenda and publicise accordingly through usual channels.</p>
<p>22/013</p>	<p>It was proposed by 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. Members to agree upon matters to be discussed in confidential session, as per agenda item 22/003 above. Seconded by Cllr. Reeve. Resolved unanimously.</p>
<p>22/014</p> <p>22/005 (Deferred from earlier)</p>	<p>Matters to be considered in committee session: i) Employment matters: Clerk updated Council as to ongoing Unison ballot on staff pay and conditions. Noted. Representatives of the Chardstock Community Shop Committee (CSCC) were invited to present their report to members. This material is confidential in respect of the ongoing sale of the property by 3rd parties, who have kindly shared financial data with the CSCC group. Clerk outlined the powers available to Council in respect of the requests received, and the potential option of Council adopting the General Power of Competence (GPOC) [<i>Localism Act 2011</i>]. Clerk was directed to: i) Seek confirmation from EDDC/DCC as to credit lines available to the PC. ii) Contact the PWLB to determine current lending criteria for Smaller Authority Public Works Loan Board financing. iii) Contact NALC to seek confirmation of the powers required by Council to proceed with a potential course of action as outlined in the presentation. iv) Seek confirmation of the possible routes towards the adoption of the GPOC. The CSCC representatives were asked to liaise with the Plunkett Foundation to seek confirmation of the protocol for seeking grant support for the acquisition of a community business. Cllr. Reeve proposed (seconded by Chair) that Clerk should be directed accordingly and to report back to Council/CSCC at the earliest opportunity. Resolved unanimously.</p>
	<p>With no further business to transact, the Chair closed the meeting at 10.10pm</p>

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Wednesday 12th January 2022 – 7.00pm; meeting held in Community Hall.**

Signed: _____ Date: 09/02/2022
(Chair)

Initial: