

Chardstock Parish Council

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I hereby give notice of the Ordinary Meeting of the Parish Council to be held in person on **WEDNESDAY 15th June 2022 at 7.00pm** to which you are summoned to attend so that you may deal with the business as shown on the attached agenda.

This meeting will held at the Chardstock Community Hall (Committee Room).

This meeting will immediately follow the Annual Parish Meeting

PAUL HAYWARD, PROPER OFFICER dated 9th June 2022

Signed:



All council meetings are open to members of the public and the press.

(Public Bodies[Admission to Meetings] Act 1960)

ALL MEETINGS MAY BE RECORDED BY MEMBERS OF THE PUBLIC (see below)

Chair will outline fire exits and regulations and Coronavirus & hygiene precautions.

Public Forum (at Chair's discretion):

- i) **Reports from Honorary Representatives**
(including Police Report if available)
- ii) **Report to Council from P3 Footpath Warden on Public Rights of Way matters.**
- iii) **Reports from County and District Councillors**
 - a) *Cllr. Iain Chubb, Devon County Council, Whimble and Blackdown division*
 - b) *Cllr. Paul Hayward, East Devon District Council, Yarty ward*
- iv) **Public representations and questions to Council**

Limited to 3 minutes per person, 15 minutes maximum duration at Chair's discretion.

Council may choose to provide written answers to any questions raised.

This provides an opportunity for members of the public (who are not usually permitted to speak during the council meeting, other than on Planning Applications or by special invitation of the Chair) to participate during the meeting by asking questions, highlighting matters of concern or making representations regarding Chardstock parish. No decisions can be taken on matters raised during this part of the meeting unless the subject is already an item on the published agenda.

Members of the public are asked to give their name and address before speaking.

- 22/054 i) To note members of the Parish Council in attendance.
- ii) To receive apologies for absence and to approve reasons given:
(LGA 1972 S.85 (1))
- iii) To note any members not otherwise accounted for and to receive any other apologies for absence.
- 22/055 To receive any declarations of interest relating to items outlined in this agenda:
(this does not preclude the duty to declare further interests during the meeting as applicable)
- 22/056 **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**
- 22/057 **To consider and, if so agreed, approve the minutes of:**
The Annual Meeting of Council held 11th May 2022 as previously circulated to members.
And to consider any matters arising from those minutes.

- 22/058 **To consider matters pertaining to the Chardstock Community Shop (and Committee).**
 i) The Parish Council has been asked to resolve (using the forms of words below as specified by the DLUHC) as shown below:
*It was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £180,000 * over the borrowing term of 23 years * for the purpose of providing grant assistance to help purchase the Chardstock Village shop as a community asset.
 The annual loan repayments will come to around £11200 *
 and,
 It is also intended to increase the council tax precept for the purpose of the loan repayments by 50.45% * which is the equivalent of an additional £25 * a year. This will be subject to a precept increase consultation.*
** At the time of the consultation and first Council resolution, interest rate quoted was 2.65% (Feb. 2022) By the time our application was submitted (post-community ballot) the interest rate had increased to 3.18% (31st May 2022). At the point of providing the supplementary information to PWLB/DLUHC, the interest rate had increased again to 3.42% effectively adding another £1000 per annum to precept increase.*
- Notes:** *Council has the choice to re-ballot the community for a higher precept percentage increase, increase the loan term to reduce loan payments down to £10340 pa (27 years) or keep the precept increase at 50.45% (£25) and simply absorb the additional £1000 into the Council's expenditure budget or seek additional funding from the shop committee.*
- 22/059 **To consider updates pertaining to Parish Maintenance, Highways & Footpath matters:**
 i) To consider any other matters pertaining to potential traffic calming/speed reduction measures in parish.
 ii) To consider any other matters pertaining to parish maintenance, highways and groundskeeping.
- 22/060 **Planning Matters to be considered:**
 a)i) To consider planning applications received prior to agenda publication
 1) **22/1092/FUL - Barn Owls Cottage, Chardstock. EX13 7BY**
Erection of single storey oak-framed orangery following removal of existing structure.
 2) **22/1038/FUL - Woodstock House, Chardstock. EX13 7BT**
Erection of summerhouse onto concrete base in garden.
 a)ii) To consider planning applications received after agenda publication as per supplementary agenda circulated to members and published online.
To be advised.
 b) LPA determinations/decisions advised:
21/2765/FUL - Farway Cottage, Chardstock. EX13 7DA. Approved with conditions.
** Indicates decision was contrary to resolved position of the Parish Council*
 c) Tree (Planning) Matters:
None advised to the Council
 d) Appeals lodged / in progress:
None advised to the Council
 e) Planning correspondence received:
None received.
 f) Planning applications to be considered at forthcoming EDDC Planning Committee meetings:
None advised to the Council
 g) Planning Consultations pending/in progress; to approve response on behalf of Parish Council: including any update on ongoing EDDC Local Plan Review (pertaining to Chardstock parish).
None advised to the Council
- 22/061 **Financial Matters (RFO to present):**
 a) To consider and, if thought fit, to approve Council's Payments for May 2022
 b) To receive and note RFO report for financial year to May 2022.
 c) Questions to the RFO in relation to reports circulated to members.
 d) To consider items of expenditure authorised in under Chair's/Clerk's delegated authority (Financial Regulations May 2021 5.4.1 and Delegation Appendix)
 e) To consider report from the Internal Auditor for FY21-22.
 f) To consider the approval and, if thought fit, signing of Annual Governance Statement. Section ONE Annual Governance and Accountability Return 2021-22
 g) To consider the approval and, if thought fit, signing of Annual Accounting Statement. Section TWO Annual Governance and Accountability Return 2021-22
 h) To consider the approval of ancillary/supporting financial paperwork to accompany the Annual Governance and Accountability Return 2021-22 (for publication)
 i) To consider the approval and, if thought fit, signing of the Parish Council Exemption Notice for the Annual Governance and Accountability Return 2021-22
 j) To confirm the dates for publication of the Notice Period for the Exercise of Public Rights together with an unaudited copy of AGAR2 (parts 1 and 2), Exemption Notice and the Summary of Public Rights document.
 k) To consider grant assistance request from Life Education Wessex for £540

22/062 **Proposals / Motions / Business to be considered:**

Action BY:

"Matters of Council consideration may include public participation if so invited by Chair"

- a) To consider recent changes to the EDDC Model Code of Member Conduct (protocol and policy) and to decide whether this Parish Council wishes to adopt that model for members use and compliance. Proper Officer to provide report to Councillors on this subject and seek direction from the Council.
- b) To consider submission of articles to Parish Newsletter for the July 2022 edition
- c) To consider matters pertaining to tree planting projects/initiatives in the parish.

22/063 **Other matters considered as urgent by presiding Chair for discussion only:**

22/064 **Date and Time of next Ordinary meeting:**

Wednesday 13th July 2022 - 7.00pm at the Community Hall.

22/065

It is proposed 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 22/056 above.

22/066 **Matters to be considered in committee session:**

- i) To consider matters pertaining to employment.
- ii) To consider matters pertaining to legal arrangements in connection with the proposed purchase of the Chardstock Community Shop as a Community Asset; Council to receive representations from Community Shop Committee members at the invitation of the Chair of the Council.

**This part of the meeting would not be open to the public or press.
Members will consider matters, previously approved above, as confidential business in accordance with the legislation set out in the preceding paragraph.**

Thereafter, with no further business to consider, the Chair will close the meeting.

Under the Openness of Local Government Bodies Regulations 2014, members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful if you could let the Chair, or Clerk, know that you plan to film or record so that the necessary arrangements can be made to provide reasonable facilities for you to report on meetings. This permission does not extend to parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public