

CHARDSTOCK PARISH COUNCIL

Minutes approved on 20th July 2022 ORD meeting of the Parish Council
Minutes of the Ordinary Council Meeting held on Wednesday 15th
June 2022 – 7.00pm; meeting held in Chardstock Community Hall.

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

In Attendance: Paul Hayward (Clerk) (also representing East Devon District Council)
plus 2 members of the public in attendance.

	<p>The Chair welcomed all in attendance and outlined Fire Safety precautions and CV19 compliance and safety guidance.</p> <p>Public Forum:</p> <p>i) No Police Officer in attendance and no crime report available. ii) No report to Council from Hon. Footpath Warden on P3 matters. iii) Reports from County & District Councillors. a) No report received from Cllr. Chubb. b) Brief verbal report from Cllr. Hayward. No public questions to Cllr. Hayward. iv) Public representations received regarding access to Ivy Green Farm. Clerk outlined recent correspondence on this matter with EDDC enforcement team. Noted.</p> <p>The Chair closed Public Forum session accordingly at 7.15pm.</p>
22/054i)	<p>To note members of the Parish Council in attendance: As listed above.</p>
22/054ii)	<p>To note and, if thought fit, to approve apologies for absence received: (LGA 1972 s.85(1)) Apologies received from Cllr. Sonnenberg. Approval of absence proposed by Chair, seconded by Cllr. Reeve. Resolved.</p>
22/054iii)	<p>To note members not present and to receive any other apologies for absence: Cllr. Eames and Greer were absent. Noted.</p>
22/055	<p>Declarations of interest under the Code of Conduct: Chair declared a personal interest as a Trustee of the Community Hall. No other declarations made. <i>Chair highlighted the need for members to declare any interests that arose during the meeting.</i></p>
22/056	<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: None proposed other than that already listed on agenda for Part Two discussion.</p>
22/057	<p>To consider and, if thought fit, approve the minutes of the Annual Meeting of Chardstock Parish Council held on 11th May 2022: Approval of the minutes of this Annual Meeting was proposed by the Chair, seconded by Cllr. Reeve. Resolved unanimously. Minutes signed as a true record of that meeting by the Chair. Matters arising from these minutes: None.</p>

Initial:

22/058	<p>To consider matters pertaining to the Chardstock Community Shop (and committee):</p> <p>i) The Parish Council has been asked to resolve (using the forms of words below as specified by the DLUHC) as shown below:</p> <p>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 *</p> <p>and,</p> <p>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.</p> <p><i>* 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.</i></p> <p>Proposed by Chair, seconded by Cllr. Reeve. Resolved unanimously.</p> <p>Clerk: Please advise the PWLB as a matter of utmost urgency that this proposal has been resolved.</p>
22/059	<p>To consider Parish Maintenance, Highways and Footpath (P3) matters:</p> <p>i) An update on matters pertaining to speeding, traffic volumes and driver behaviour was provided by the Clerk. No further discussion or actions.</p> <p>ii) Nothing to report on P3 (Footpath) matters. Noted.</p>
22/060	<p>Planning matters to be considered:</p> <p>a) i) To consider planning applications received prior to agenda publication: Two applications to consider. A) 22/1092/FUL – Barn Owls Cottage, Chardstock. EX13 7BY. Erection of single storey oak-framed orangery following removal of existing structure. SUPPORT proposed by Chair, seconded by Cllr. Hughes. Resolved unanimously. B) 22/1038/FUL – Woodstock House, Chardstock. EX13 7BT. Erection of summerhouse onto concrete base in garden. SUPPORT proposed by Chair, seconded by Cllr. Reeve. Resolved unanimously.</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.</p> <p><i>Continued overleaf.</i></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: <i>Clerk updated members as to recent correspondence between the Council and EDDC Enforcement Office regarding a purported breach of planning conditions. After noting Clerk's report, members asked the Clerk (and the Ward Member) to seek further clarification regarding use of the ancillary building on the site for purposes that the PC felt were outside of the consented planning conditions.</i> <i>Noted.</i></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): None advised.</p>
22/061	<p>Financial Matters to be considered:</p> <p>a) <i>It was proposed by Chair, seconded by Cllr. Hughes, that Council payments for May 2022 be approved (£2646.75). Resolved unanimously.</i></p> <p>b) RFO Report for May 2022 received and noted.</p> <p>c) No questions to the RFO on the report or finances in general.</p> <p>d) Items of expenditure incurred under delegated authority reported. £434 authorised by Chair under delegated powers in light of safety risk. Noted.</p> <p>e) To consider report from the Internal Auditor for FY21-22. Noted.</p> <p>f) To consider the approval and, if thought fit, signing of Annual Governance Statement. Section ONE Annual Governance and Accountability Return 2021-22. RFO ran through all assertions on the document and members confirmed that they were happy to respond in the affirmative. <i>Adoption and approval of this document proposed by Chair, seconded by Cllr. Reeve. Resolved unanimously.</i></p> <p>g) To consider the approval and, if thought fit, signing of Accounting Statement. Section TWO Annual Governance and Accountability Return 2021-22. RFO ran through all figures and proposed submissions and members confirmed that they were happy to submit as the Council's final approved accounts for the FY21-22 period. <i>Adoption and approval of this document proposed by Chair, seconded by Cllr. Hughes. Resolved unanimously.</i></p> <p>h) To consider the approval of ancillary/supporting financial paperwork to accompany the Annual Governance and Accountability Return 2021-22 (for publication). <i>Adoption and approval of these documents proposed by Chair, seconded by Cllr. Hughes. Resolved unanimously.</i></p> <p>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. <i>Adoption and approval of this document proposed by Chair, seconded by Cllr. Reeve. Resolved unanimously.</i></p> <p><i>Continued overleaf.</i></p>

	<p>22/061 Financial Matters to be considered (continued):</p> <p>j) To confirm the dates for publication of the Notice Period for the Exercise of Public Rights together with an unaudited (exempted) copy of AGAR2 (parts 1 and 2), Exemption Notice and the Summary of Public Rights document. Dates confirmed as 1st July 2022 to 11th August 2022 (inclusive).</p> <p>k) To consider grant assistance request from Life Education Wessex for £540 Proposed by Chair, seconded by Cllr. Reeve, that grant request be rejected as not relevant or beneficial to Chardstock Parish. Resolved unanimously. <i>Clerk: Please notify applicant accordingly.</i></p>
	<p>Business to be considered:</p>
22/062a)	<p>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. Report received from Clerk (using EDDC information). Noted. Proposed by Chair, seconded by Cllr. Hughes, that Chardstock Parish Council adopt the EDDC Model Code of Member Conduct. Resolved unanimously.</p>
22/062b)	<p>b) To consider submission of articles to Parish Newsletter for the July 2022 edition: Potential article submissions: Progress with VAS project (with All Saints PC) War Memorial update <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>
22/062c)	<p>c) To receive update on other matters pertaining to tree planting projects/initiatives in the parish: Hon. Tree Warden (Michael Davis) was not present but he had been in touch with the Chair and confirmed that the Cherry Tree in the play area needed to be felled. Clerk: Please arrange as a matter of urgency. It was further proposed that a sum of £100 be set aside to allow for the planting of a replacement tree in the Autumn (with guards, rails etc), the arrangements for this to be delegated to the Clerk, Chair and HTW to take forward. Proposed by Cllr. Hughes, seconded by Cllr. Reeve. Resolved unanimously. Clerk: Please note and action accordingly.</p>
22/063	<p>Other matters considered as urgent by presiding Chair for discussion only: Clerk was asked to liaise with EDDC Streetscene to ascertain whether a spare bench from their "refurbished" stock could be acquired to enable the replacement of the bench in the play area at NIL cost to the PC. Noted.</p>
22/064	<p>Date of next meeting: Next Ordinary meeting of council scheduled for 13th July 2022 7.00pm start time. This would be the Annual Meeting of the Parish Council. <i>Clerk: Please prepare agenda and publicise accordingly through usual channels.</i></p> <p><i>Continued overleaf.</i></p>

22/065	This business was not discussed.
22/066	The matter scheduled for discussion had been covered earlier in the meeting and, thus, this agenda item was not required.
	With no further business to transact, the Chair closed the meeting at 8.30pm

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Signed: _____

Date: 20/7/2022

(Chair)

Initial: