

## CHARDSTOCK PARISH COUNCIL

**APPROVED on 12<sup>th</sup> October 2022**

### **Minutes of the Ordinary Council Meeting held on Wednesday 20<sup>th</sup> July 2022 – 7.00pm; meeting held in Chardstock Community Hall.**

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

In Attendance: Paul Hayward (Clerk) (also representing East Devon District Council).

No members of the public were in attendance.

	<p><b>The Chair welcomed all in attendance and outlined Fire Safety precautions.</b></p> <p><b>Public Forum:</b></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 &amp; District Councillors. a) No report received from Cllr. Chubb. b) Brief verbal report from Cllr. Hayward. No public questions to Cllr. Hayward. iv) No public representations received.</p> <p><b>The Chair closed Public Forum session accordingly at 7.05pm.</b></p>
22/067i)	<p><b>To note members of the Parish Council in attendance:</b> As listed above.</p>
22/067ii)	<p><b>To note and, if thought fit, to approve apologies for absence received:</b> <b>(LGA 1972 s.85(1))</b> No apologies received – all members of the Parish Council were present.</p>
22/067iii)	<p><b>To note members not present and to receive any other apologies for absence:</b> None. All present.</p>
22/068	<p><b>Declarations of interest under the Code of Conduct:</b> 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>
22/069	<p><b>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:</b> None proposed other than that already listed on agenda for Part Two discussion.</p>
22/070	<p><b>To consider and, if thought fit, approve the minutes of the Ordinary Meeting of Chardstock Parish Council held on 15<sup>th</sup> June 2022:</b> <b>Approval of the minutes of this Ordinary Meeting was proposed by the Chair, seconded by Cllr. Hughes. Resolved nem con (1 abstention, Cllr. Sonnenberg).</b> Minutes signed as a true record of that meeting by the Chair.</p> <p><b>Matters arising from these minutes:</b> <i>Update from Clerk on ongoing enforcement matter in the parish.</i> <i>Also, an update re: efforts to complete the LB works (cleaning) to the War Memorial.</i></p>

Initial:

<p>22/071</p>	<p><b>To consider matters pertaining to the Chardstock Community Shop (and committee):</b></p> <p>i) To receive a report from the RFO on the application to the PWLB for loan facilities to fund the acquisition of the Community Shop by way of a grant to the Community Shop Committee. Report received from RFO. PWLB funds had been drawn down and repayments were agreed at £5671.99 every 6 months (£11343.98 annually) over the next 23 years as agreed. Noted.</p> <p>ii) To receive financial figures from the RFO as to the repayments to the PWLB for the loan drawn down and to agree upon the contribution from the Community Shop Committee towards the first-year repayments. Further to the above, it was agreed that the CCSL would make provision for the payment of £1018.98 which represents the difference on the initial repayment as approved by the parish consultative ballot. The CCSL had indicated that this sum should be withheld from the grant transfer sum when paid across to enable the shop purchase to proceed. <i>RFO: Please note.</i></p> <p>iii) To receive report from the Clerk as to the ongoing legal arrangements to draw up a legal agreement between the Parish Council and the Community Shop Committee to protect the interests of both parties to the funding agreement. Further to advice received from Council’s legal representatives, <b>it was proposed by Chair, seconded by Cllr. Sonnenberg, that the Council should instruct its legal representatives to create the formal agreement between CCSL and the Parish Council but also to create the necessary legal First Charge (on title) over the premises at 8 Westcombes. Resolved unanimously.</b> <i>RFO: Please note and action accordingly.</i></p> <p>iv) To consider and, if thought fit, to approve the legal costs associated with the legal work required in that respect. <b>It was subsequently proposed by Chair, seconded by Cllr. Sonnenberg, that Council would cover the legal costs for the drafting of the option agreement and also the creation of the first charge legal document. However, Council would expect the CCSL (organisation) to meet the costs of the formal lease between CCSL and the Council at the point that this lease agreement becomes necessary. Approximate costs to the Council £2050 plus VAT and disbursements. Resolved unanimously.</b> <i>RFO: Please note and convey this decision to the CCSL representatives accordingly.</i></p>
<p>22/072</p>	<p><b>To consider Parish Maintenance, Highways and Footpath (P3) matters:</b></p> <p>i) &amp; ii) General update on matters pertaining to speeding, traffic volumes and driver behaviour was provided by the Clerk. No further discussion or actions. No maintenance work highlighted as urgent.</p> <p>iii) Nothing to report on P3 (Footpath) matters. Clerk was asked to report the bent signs on the A358 (Tytherleigh section) to the DCC Highways Officer. Noted. P3 warden continued to liaise with Lengthsman to ensure footpaths kept clear. Clerk asked to chase DCC PROW team re: the proposed levelling works required on FP30.</p>

22/073	<p><b>Planning matters to be considered:</b></p> <p><b>a) i) To consider planning applications received prior to agenda publication:</b>  One application to consider.  22/1495/FUL- Rivendell, Chardstock. EX13 7BT  Side porch to annexe.  <b>SUPPORT proposed by Vice-Chair, seconded by Cllr. Reeve.</b>  <b>Resolved unanimously.</b></p> <p><b>a) ii) To consider planning applications received after agenda publication as per supplementary agenda circulated to all members.</b>  No applications received for Council to consider.</p> <p><b>b) Determinations/Decisions advised by LPA: As per agenda published.</b></p>
22/074	<p><b>Financial Matters to be considered:</b></p> <p>a) <b>It was proposed by Vice-Chair, seconded by Cllr. Sonnenberg, that Council payments for June 2022 be approved (£1410.45). Resolved unanimously.</b></p> <p>b) RFO Report for June 2022 received and noted.</p> <p>c) No questions to the RFO on the report or finances in general.</p> <p>d) No items of expenditure incurred under delegated authority reported.</p> <p>e) To consider report from the RFO relating to FY21-22 AGAR (Annual Return). RFO reported that Council's exemption had been approved and that the Notice Period for the Exercise of Public Rights had commenced on 1<sup>st</sup> July and would end on 11<sup>th</sup> August. Noted.</p>
	<p><b>Business to be considered:</b></p>
22/075a)	<p><b>a) To consider submission of articles to Parish Newsletter for the August, September and October 2022 editions:</b>  Potential article submissions:  Notification that Council does not meet in August.  Update on speeding within the village.  Chardstock Community Shop update.  Parish Amenity skips in CH car park at end of October.  <i>All other content delegated to the Chair to submit on Council's behalf.</i>  <b>Chair: Please submit appropriate article to the Newsletter Editor.</b></p>
22/075b)	<p><b>b) To receive update on other matters pertaining to tree planting projects/initiatives in the parish:</b>  Hon. Tree Warden (Michael Davis) was not present. Clerk was asked to arrange for the Cherry Tree in the play area to be felled as soon as possible.  <b>Clerk: Please arrange as a matter of urgency.</b></p>
22/076	<p><b>Other matters considered as urgent by presiding Chair for discussion only:</b>  RFO sought direction on whether to renew the Council's membership to Grants Online at a (shared) cost of £50. It was felt by all that this membership did not offer value for money and so RFO was asked to allow membership subscription to lapse with no further action required. Noted.</p>

22/077	<p><b>Date of next meeting:</b>  Next Ordinary meeting of council scheduled for 14<sup>th</sup> September 2022  7.00pm start time.  Clerk: Please prepare agenda and publicise accordingly through usual channels.</p>
22/078	<p><b>"It is 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 22/069 above."</b></p>
22/079	<p><b>Matters for discussion under Part Two (Confidential) business:</b></p> <p>An employment matter was discussed. Clerk was directed to liaise with All Saints Parish Council to take matters forward and there was agreement that this matter should be discussed again at the next meeting of the Parish Council.  Noted.</p>
	<p><b>With no further business to transact, the Chair closed the meeting at 9.10pm</b></p>

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Signed: \_\_\_\_\_ Date: 12<sup>th</sup> October 2022  
(Chair)

Initial: