

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 12th June 2024 at 7.00pm to which you are summoned to attend so that you may deal with the business on the agenda below.

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

Signed:



Sally Freemantle, Proper Officer dated 6th June 2024

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

Public Forum (at Chair's discretion):

- i) Reports from Honorary Representatives (including Police Report if available)
- ii) Report to Council 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. Duncan Mackinder, 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.

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

- 24/075** 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
- 24/076** 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)

- 24/077** 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*
- 24/078** To consider and, if so agreed, approve the minutes of the Ordinary Meeting of Chardstock Parish Council held **8th May 2024** as previously circulated to members
- 24/079** i) Following the Casual Vacancy, and providing that East Devon District Council has not received a request for an election (by 10th June 2024) to consider the co-option of a Councillor onto the Parish Council (any applications received will have been forwarded to Councillors ahead of the meeting)
ii) Should a Co-option take place, the new Councillor to sign the declaration of acceptance of office

24/080 Planning Matters

- a)i) To consider planning applications received prior to agenda publication
Post Office 8 Westcombes Chardstock Axminster EX13 7BJ
Change of use from domestic dwelling to retail sales, to expand the existing Community Shop and Post Office into the ground floor of the adjoining dwelling to include an Accessible WC. Convert the existing dwellings first floor into an independent one-bedroom apartment (Re-submission of 23/0742/FUL)
- a)ii) To consider planning applications received after agenda publication as per supplementary agenda circulated to members and published online.
- b) LPA determinations/decisions advised: None advised to the Council
**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: Notification that Appeal Dismissed for Construction of 5 no. dwellings, means of access and associated works on land to the south east of Tytherleigh Bathrooms and Farm Shop, Tytherleigh.
- f) Planning applications to be considered at forthcoming EDDC Planning Committee meetings: None advised to the Council

24/081 Financial Matters

- a) To consider and, if thought fit, to approve Council's Payments for May 2024
- b) To receive and note RFO report for May 2024
- 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 S.4.1 and Delegation Appendix*)

- e) To consider the report from the internal auditor (previously circulated to members)
- f) To receive the annual AGAR3 report for Financial Year 23-24
- g) To consider the approval and, if thought fit, signing of Annual Governance Statement: Section ONE Annual Governance and Accountability Return 2023-24
- h) To consider the approval and, if thought fit, signing of Accounting Statement: Section TWO Annual Governance and Accountability Return 2023-24.
- i) To consider the approval of supporting information to accompany the Annual Governance and Accountability Return 2023-24
- j) To note the dates for publication of the Notice Period for the Exercise of Public Rights together with an unaudited copy of AGAR3: Dates were confirmed at the May meeting as 1st July 2024 to 9th August 2024 (inclusive)
- k) To note the renewal of the Council's annual insurance policy from 1st June 2024 to 31st May 2025
- l) To consider an invitation to join the Rural Village Services Group
- m) To consider renewal of the Parish Online subscription (shared with All Saints Parish Council)
- n) To consider renewal of the Dell Support for the laptop, and to agree renewal of required software licenses

24/082 Proposals/Motions/Business to be considered

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

- a) To consider parish maintenance, highways and footpath (P3) matters
- b) To consider any matters pertaining to tree planting projects/initiatives in the parish
(Chair to invite Hon. Tree Warden, Michael Davis, to present a report to the Council)
- c) To consider matters pertaining to ecology and climate action in the parish
- d) To consider ongoing work on the Emergency Planning for parishes
- e) To receive an update on the ongoing streetlighting consultation
- f) To consider information relating to The George Inn
- g) To consider an email regarding Green Lane Track
- h) To consider request to support campaign regarding safety of lithium batteries
- i) To discuss Chardstock Play Park
- j) To consider submission of articles to Parish Newsletter for the July 2024 edition

24/083 Other matters considered as urgent by presiding Chair for discussion only

24/084 Date and Time of next meeting:

Wednesday 10th July 2024 - 7.00pm at Chardstock Community Hall

24/085 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 24/077 above.

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.

24/086 Matters to be considered in CONFIDENTIAL session:

- a) Clerk hours and expenses

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

RECORDING OF MEETINGS

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