

## CHARDSTOCK PARISH COUNCIL

### Minutes of the Ordinary Council Meeting held on Wednesday 11<sup>th</sup> June 2025 – 7.00pm; meeting held in Chardstock Community Hall.

Present: Cllrs P. Greer, (Chair), F. Eames, S. Hughes, I. Keam and M. Reeve (quorate).

In Attendance: Sally Freemantle (Clerk).

7.00pm	<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 report received.</p> <p>ii) No P3 (footpath) report received.</p> <p>iii) a) Apologies were received from Cllr. Cathy Conor Devon County Council, Whimple and Blackdown division, however Cllr Conor had sent a written report which has been circulated to Councillors and posted on the website.</p> <p>b) Cllr. D Mackinder, East Devon District Council, Yarty Ward included in his report information about the review of the Local Plan – details at <a href="https://eastdevon.gov.uk/planning/planning-policy/local-plan-2013-2031/">Local Plan 2013-2031 - East Devon</a> <a href="https://eastdevon.gov.uk/planning/planning-policy/local-plan-2013-2031/">https://eastdevon.gov.uk/planning/planning-policy/local-plan-2013-2031/</a></p> <p>iv) There were no members of the public present.</p> <p><b>The Chair closed Public Forum session at 7.05pm.</b></p>
7.05pm	<b>Meeting Commences</b>
25/028 i)	<b>To note members of the Parish Council in attendance:</b> As listed above.
25/028 ii)	<b>To note and, if thought fit, to approve apologies for absence received:</b> <b>(LGA 1972 s.85(1))</b> Apologies for absence were received from Cllr. Legg (work commitment). <b>RESOLVED: Apologies for absence approved with the reason given.</b>
25/028 iii)	<b>To note members not present and to receive any other apologies for absence:</b> Apologies for absence were received from Cllr. Cathy Conor, Devon County Council, Whimple and Blackdown division.
25/029	<b>Declarations of interest under the Code of Conduct:</b> There were no declarations of interest at this time. <b>Noted that this did not preclude declarations of interest being made at any point in the meeting that they became apparent.</b>
25/030	<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> <b>None (except for the item listed).</b>

*Continued overleaf*

Initial:

25/031	<p><b>a) To consider and, if thought fit, approve the minutes of the Ordinary Meeting of Chardstock Parish Council held on 14<sup>th</sup> May 2025:</b>  <b>RESOLVED to approve.</b> The minutes were signed as a true record of that meeting by the Chair.</p>
25/032	<p><b>Planning matters to be considered:</b></p> <p><b>a) i) To consider planning applications received prior to agenda publication:</b>  None advised.</p> <p><b>a) ii) To consider planning applications received after agenda publication as per supplementary agenda circulated to all members:</b>  25/1208/AGR, Excavation of soil to enable the formation of an earth banked slurry lagoon with an impermeable layer/liner formed by compacted imported high clay content soil, Land at Deerhams Farm Membury.  <b>Supported.</b></p> <p><b>b) Determinations/Decisions advised by LPA:</b> None advised.</p> <p><b>c) Tree Matters:</b> None advised.</p> <p><b>d) Appeals lodged / in progress:</b> None advised.</p> <p><b>e) Planning correspondence received:</b> None advised.</p> <p><b>f) Ward planning applications to be considered at EDDC:</b> None advised.</p>
25/033	<p><b>Financial Matters to be considered:</b></p> <p><b>a) To note approval by the Chair of the Council's Payments for May 2025:</b>  <b>RESOLVED</b> that Council payments for May 2025 (£1481.04) be approved.</p> <p><b>b) To receive and note RFO report for May 2025:</b>  Reports received and noted.</p> <p><b>c) Questions to the RFO on accounts / financial reports:</b>  None.</p> <p><b>d) To note items of expenditure authorised under Chair/Clerk delegated authority: (Financial Regulations May 20215.4.1 and Delegation Appendix).</b>  None.</p> <p><b>e) To consider the report from the internal auditor (previously circulated to members)</b>  It was also <b>RESOLVED</b> to note the report.</p> <p><b>f) To receive the annual AGAR3 report for Financial Year 24-25:</b>  <b>RESOLVED</b> that the annual AGAR3 report be approved and signed by the Chairman.</p> <p style="text-align: right;"><i>Continued</i></p>

	<p><b>g) To consider the approval and, if thought fit, signing of Annual Governance Statement: Section ONE Annual Governance and Accountability Return 2024-25:</b>  <b>RESOLVED</b> that section ONE of the Annual Governance and Accountability Statement Return 2024-25 be approved and signed by the Chairman.</p> <p><b>h) To consider the approval and, if thought fit, signing of Accounting Statement: Section TWO Annual Governance and Accountability Return 2024-25:</b>  <b>RESOLVED</b> that the Accounting Statement: Section TWO of the Annual Governance and Accountability Statement Return 2024-25 be approved and signed by the Chairman.</p> <p><b>i) To consider the approval of supporting information to accompany the Annual Governance and Accountability Return 2024-25:</b>  <b>RESOLVED</b> that the supporting information to accompany the Annual Governance and Accountability Return 2023-24 be approved.</p> <p><b>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 30<sup>th</sup> June 2025 to 8th August 2025 (inclusive):</b>  <b>RESOLVED</b> that the dates be noted.</p> <p><b>k) To note the renewal of the Council's annual insurance policy from 1st June 2024 to 31st May 2025:</b>  <b>RESOLVED</b> that the renewal of the insurance policy be noted.</p> <p><b>l) To consider a letter from South West Ambulance Trust requesting funding:</b>  Proposed by Cllr Keam, seconded by Cllr Hughes and <b>RESOLVED</b> to approve funding of £300 under the terms set out in the letter.</p> <p><b>m) To consider renewal of the Dell Support for the laptop:</b>  <b>RESOLVED</b> not to renew the support for the laptop.</p> <p><b>n) To consider review and adoption of Chardstock Parish Council revised Financial Regulations:</b>  Proposed by Cllr Greer, seconded by Cllr Keam and <b>RESOLVED</b> to approve and adopt the revised Financial Regulations.</p>
	<b>Chardstock Parish Council Business to be considered:</b>
25/034	<p><b>"Matters of Council consideration may include public participation if so invited by Chair"</b></p> <p><b>a) To consider parish maintenance, highways and footpath (P3) matters:</b>  None received.</p> <p style="text-align: right;"><i>Continued Overleaf</i></p>

	<p><b>b) To consider any matters pertaining to tree planting projects/initiatives in the parish:</b> Following a request for tree planting it was agreed that Cllr Keam would communicate with Paul Hughes. <b>Noted</b></p> <p><b>c) To consider matters pertaining to ecology and climate action in the parish:</b> Cllr Keam explained that investigations into the potential to turn the pétanque court area into a sensory garden had commenced and further information would be brought to a future meeting of the Parish Council. <b>Noted</b></p> <p><b>d) To consider ongoing work on the Emergency Planning for parishes:</b> Communication with Membury Parish Council regarding collaboration on Emergency Planning had started. <b>Noted</b></p> <p><b>e) To consider information relating to The George Inn:</b> The Parish Council had been copied in on an email from The George Inn Continuity Group requesting information/response from East Devon District Council. <b>Noted</b></p> <p><b>f) To discuss Chardstock Play Park:</b> <b>RESOLVED</b> (a) that repair of the bouncing mat be approved (£2,435); and (b) that Financial Regulation 5.9 requiring alternative quotes be waived as alternatives including in house repair had been investigated but no other option provided the guarantee and safety assurances which would be part of the installation by the chosen contractor.</p> <p><b>g) To consider submission of articles to Parish Newsletter for the July 2025 edition:</b> <b>RESOLVED</b> that the following be submitted for the next edition of the community newsletter: The summary of the Internal Auditor's report and information about the replacement of the bouncing mat in the toddler play area.</p>
25/035	<p><b>Other matters considered as urgent by presiding Chair for discussion only:</b> <b>None.</b></p>
25/036	<p><b>Date of next meeting:</b> The next Meeting of Chardstock Parish Council is scheduled for Wednesday 9<sup>th</sup> July at 7.00pm.</p>
25/037	<p><b>"It is proposed by the 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 25/030 above."</b> <b>RESOLVED</b> to exclude the public (and press) due to the confidential nature of the next agenda items.</p>

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<b>8.30pm</b>	<i>Cllr Duncan Mackinder, East Devon District Council, Yarty Ward left the meeting and did not return.</i>
<b>25/038</b>	<b>Matters for discussion under Part Two (Confidential) business:</b> <b>a) Staffing:</b> RESOLVED that the Vacancy be advertised in the Parish Newsletter and the County Association website.
	<b>With no further business to transact, the Chair closed the meeting at 8.45pm</b>

**Minutes of the Ordinary Council Meeting held on Wednesday 11<sup>th</sup> June 2025 – 7.00pm; meeting held in Chardstock Community Hall.**

Signed: \_\_\_\_\_  
(Chair)

Date: 9<sup>th</sup> July 2025

Initial: