

CHARDSTOCK PARISH COUNCIL

**Minutes of the Annual Council Meeting held on Wednesday 13th May 2026 – 7.00pm;
meeting held in Chardstock Community Hall.**

Present: Cllr P. Greer (Chair), S. Hughes and I. Kearn (quorate).

In Attendance: Danielle Gilpin (Clerk)

There were 3 members of the public present

7.00pm	The Chair welcomed all in attendance and outlined Fire Safety precautions.
AM/26/001	Election of Chair a) Invite nominations and elect a Chair for the year. Cllr Greer was nominated by Cllr Hughes and seconded by Cllr Kearn. b) Receive the Declaration of Acceptance of Office by the Chair. Cllr Greer signed the Declaration.
AM/26/002	Election of Vice Chair Cllr Reeve was nominated by Cllr Greer and seconded by Cllr Hughes. If in agreement, Cllr Reeve to sign the Declaration of Acceptance of Office at the next meeting.
AM/26/003	Confirm appointment of signatories for authorising bank payments. The following were approved: Cllr Sheila Hughes Cllr Ian Kearn Cllr Fred Eames Cllr Pauline Greer Cllr Reeve RFO Danielle Gilpin
AM/26/004	Resolved to remove Caroline Wilson and Sally Freemantle, and make RFO Danielle Gilpin key contact and admin for the bank accounts. Mandate to request the changes signed. Appointments to Honorary Roles a) Community Hall Representative Cllr Hughes was nominated by Cllr Greer and seconded by Cllr Kearn. b) DALC Representative: currently the Chair holds this role, ex officio Cllr Greer was nominated by Cllr Hughes and seconded by Cllr Kearn. c) Honorary P3 Footpath Warden Cllr Kearn to speak to current role holder to understand situation before we advertise the role in the monthly newsletter. d) Honorary Tree Warden Clerk to write to current role holder to ask if they are happy to continue. e) Honorary Parish Naturalist Clerk to write to current role holder to ask if they are happy to continue.

Initial:



AM/26/005 i)	To note members of the Parish Council in attendance: As listed above.
AM/26/005 ii)	To note and, if thought fit, to approve apologies for absence received: (LGA 1972 s.85(1)) Apologies received from Cllr Reeve, Cllr Eames and Cllr Legg.
AM/26/005 iii)	To note members not present and to receive any other apologies for absence: No apologies received.
AM/26/006	Declarations of interest under the Code of Conduct: There were no declarations of interest at this time. Noted that this did not preclude declarations of interest being made at any point in the meeting that they became apparent.
	Public Forum i) No Police report received. ii) No P3 (footpath) report received. iii) a) Cllr. Cathy Connor, Devon County Council, Whimble and Blackdown division, not in attendance and no report received in advance. b) Cllr. D Mackinder, East Devon District Council, Yarty Ward, not in attendance and no report received in advance. iv) There were 3 members of the public present. George Inn group chair requested that the Parish Council put in the asset of community value (ACV) form in order for the community to be in a position to purchase the pub. Once this is in, a price can be agreed to buy the pub. Both parties have to agree the price but if an agreement cannot be made, a valuer will be involved and set the price. The current ACV expires in June so need to get this actioned. The new act, The English Devolution and Community Empowerment Act 2026, has come into effect, replacing the Localism Act 2011. This act gives community groups a formal right of first refusal when assets of community value go up for sale. The exact details of this act are still unknown but there is a need to get the process moving. There is a planning application on the property and Cllr Mackinder has advised us to "call it in if minded to approve". As the car park is not included in the applications, there is a concern that there will be a subsequent planning application for 2 houses to be built there.

Initial:



AM/26/007	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.
AM/26/008	To review minutes of the previous Annual Parish Council Meeting of Chardstock Parish Council held 14 th May 2025 as approved and adopted on 10 th June 2026. Proposed by Cllr Greer, seconded by Cllr Hughes and approved by all.
AM/26/009	To consider and, if thought fit, approve the minutes of the Ordinary Meeting of Chardstock Parish Council held on 8 th April 2026: Proposed by Cllr. Reeve, seconded by Cllr. Kearn and approved by all.
AM/26/010	To consider payment of Chair's allowance for financial year 2026/27 Cllr Hughes proposed that the Chair be permitted to spend up to £200 in this financial year in respect of her reasonable expenses incurred in that role. Seconded by Cllr Kearn, and approved by all.
AM/26/011	To consider payments of Member's Allowances for financial year 2026/27 Unanimously resolved that Councillors would not claim Member's Allowance for the financial year 2026/27.
AM/26/012	To consider the Internal Audit report received Reviewed.
AM/26/013	Annual Governance Statement Resolved to agree as an accurate statement.
AM/26/014	Annual Accounting Statement Resolved to agree as an accurate statement.
AM/26/015	To consider the date for publication of the Notice Period for Exercise of Public Rights for financial period 2025/26 Dates agreed as Monday 29 th June to 7 th August 2026 inclusive.
AM/26/016	Annual Review and Adoption of Chardstock Parish Council Policies and Procedures: a) Standing Orders Resolved to re-adopt the current Standing Orders with no amendments. b) Financial Regulations Resolved to re-adopt the current Financial Regulations with no amendments. c) To adopt Council's Code of Conduct Policy for 2026/27

Initial:



	Resolved to adopt the Council's Code of Conduct Policy with no amendments from last year. d) To adopt Council's IT Policy for 2026/27 Reviewed and resolved to adopt the Council's IT Policy and adopt effective today.
AM/26/017	Planning matters to be considered: a) i) To consider planning applications received prior to agenda publication: 26/0776/FUL – erection of detached garden room to the north of the main house with solar panels on the roof at Hakes Farm, Birchill, Axminster, EX13 7LB Application supported. 26/0742/FUL and 26/0743/LBC – change of use from sui generis public house to C3 residential single dwelling house, including partial demolition and external and internal alterations at George Inn, Chardstock, Axminster, EX13 7BX There are currently 9 properties for sale in the village, 5 properties above £500k, and 4 £300k or less. This conversion would not be in the affordable housing range. Parish Council unanimously voted to object on the following grounds: 1. Harm to the Historic Character and Significance The proposals appear to introduce alterations that are not sympathetic to the architectural character of the listed building. The scale, design, and/or materials proposed would diminish the historic integrity and special interest for which the building was listed. Under Section 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the local planning authority is required to give special regard to preserving the building, its setting, and features of special architectural or historic interest. The application fails to demonstrate that this statutory duty has been adequately addressed. 2. Conflict with National Planning Policy The proposal conflicts with the heritage protection objectives contained within the National Planning Policy Framework (NPPF), particularly the requirement to conserve heritage assets in a manner appropriate to their significance. The applicant has not sufficiently justified the degree of harm caused, nor demonstrated that any alleged public benefits outweigh the identified heritage harm. 3. Impact on Setting and Visual Appearance The proposed development would negatively affect the setting and appearance of the listed building and surrounding historic environment. The alterations would appear visually intrusive and out of keeping with the established architectural context.

Initial: 

4. Inadequate Heritage Justification

The application documentation appears insufficient in assessing the impact on the significance of the listed building. A robust Heritage Impact Assessment should clearly identify:

' the significance of the asset,
' the extent of harm,
' alternatives considered,
' and justification for the proposed works.
This information does not appear adequately provided.

Conclusion

For the reasons outlined above, I respectfully request that the Council refuses planning permission and/or listed building consent for this proposal.

The application does not satisfactorily preserve or enhance the significance, character, or setting of this Grade II listed building and conflicts with statutory heritage duties and national planning policy.

Also takes away a part of our villages heart!

a) ii) To consider planning applications received after agenda publication as per supplementary agenda circulated to all members:

None advised.

b) Determinations/Decisions advised by LPA:

None advised.

c) Tree Matters:

Tree Preservation Order (No. 25/0064/TPO) approved.

d) Appeals lodged / in progress:

None advised.

e) Planning correspondence received:

None advised.

f) Ward planning applications to be considered at EDDC:

None advised.

AM/26/018

Financial Matters to be considered:

a) To note approval by the Chair of the Council's Payments for April 2026:

Resolved that Council payments for April 2026 (£21,537.56) to be approved.

Initial:



	b) To receive and note RFO report for April 2026: Clerk reported April 2026 figures. c) Questions to the RFO on accounts / financial reports: None. d) To note items of expenditure authorised under Chair/Clerk delegated authority: (Financial Regulations May 20215.4.1 and Delegation Appendix). None. e) Resolution: That Chardstock Parish Council has fulfilled, and met, the requirements as required under the Transparency Code regulations for smaller local authorities. Resolved unanimously. f) Resolution: That Chardstock Parish Council will continue to publish all information as required under the relevant regulations for smaller local authorities Local Audit and Accountability Act 2014, and Accounts and Audit Regulations 2015 Resolved unanimously. g) To confirm insurance arrangements for the next 12 months. Clerk proposed to move to 3 year LTU agreement which will save the Parish Council some money.
	Chardstock Parish Council Business to be considered:
AM/26/019	“Matters of Council consideration may include public participation if so invited by Chair” a) To consider parish maintenance, highways and footpath (P3) matters: Advised of a sign that requires replacing on road for warning of children ahead. Cllr Hughes to arrange replacement. b) To consider any matters pertaining to tree planting projects/initiatives in the parish (Hon. Tree Warden, Michael Davis, to provide notes for the Councillors, previously circulated): Advised that there a oak saplings available if anyone is interested. c) To consider ongoing work on the Emergency Planning for parishes including Community Emergency Hubs: Cllr Kearn confirmed that we have received the emergency hub box. It contains a guide on what to do in a community emergency. It needs to be kept

Initial:



in a central place. Cllr Hughes to take to the Village Hall meeting next week to request that it is kept there.

d) To discuss Chardstock Play Park:

A request has been received regarding a memorial bench to be located in the play park. Unanimously approved. Clerk to get guidance from ROSPA about whether the bench requires a concrete base.

Advised of a child with a head injury due to stones and small boulders on the new bank. The lengthsmen was contacted and asked to remove these which has resulted in approximately 20 hours of moving stones, concrete, bits of metal from the bank. Photo evidence will be issued. This has cost approximately £500 to resolve. The invoice received from the contractor states top soil and level but this has not been done to a satisfactory standard and has resulted in EHS issues.

Blackdown Hills funded the garden and we have received communication that they would like to offer more grants around accessibility. Chardstock Eco Group are happy to manage the additional access and path requirements initially then hand over to the Parish Council when appropriate.

Clerk to contact play park inspector to ask if the internal gate that has rotted is a necessity or whether it can be removed.

Clerk to contact grounds maintenance contractor regarding the lack of strimming around the toddler play park.

e) To consider submission of articles to Parish Newsletter for the April 2026 edition:

To advise the parishioners of the Lions Message In A Bottle scheme and request that anyone interested emails the clerk directly.

To request that parishioners contact us to advise of any issues with any of the footpaths or bridleways in the parish.

To advertise the Honorary P3 Footpath Warden role and ask if anyone would be interested in this position.

Remind parishioners that all are welcome to attend the Parish Council meetings to raise issues and suggestions for improvement. No invite is required.

AM/26/020 **Other matters considered as urgent by presiding Chair for noting only:**

Clerk to look into establishing a Parish Council Facebook page for information purposes.

AM/26/021 **Date of next meeting:**

The next Meeting of Chardstock Parish Council is scheduled for Wednesday 10th June 2026 at 7.00pm.

Initial:



AM/26/022	"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 26/003 above.". RESOLVED to exclude the public (and press) due to the confidential nature of the next agenda items.
AM/26/023	Matters for discussion under Part Two (Confidential) business: None advised.
	With no further business to transact, the Chair closed the meeting at 8.32pm

Minutes of the Ordinary Council Meeting held on Wednesday 13th May 2026 – 7.00pm; meeting held in Chardstock Community Hall.

Signed: 

Date: 10th June 2026

(Chair)

Initial:

