CHULMLEIGH PARISH COUNCIL

Minutes of Chulmleigh Parish Council Meeting held on Wednesday, 3 March 2022 in the Town Hall at 7pm.

Chaired by: Councillor S Phillips	**Clerked by: Sue Squire**
Present: Councillors **P French** **P Gravell** **S Phillips** **Mrs K Pincombe** **J Smith** **County Councillor P Henderson during Minute No. 131** **District Councillor K Davies until Minute No. 130**	**Agenda: -** Public Session including Chulmleigh Community College Report Apologies Code of Conduct Approval of Minutes Reports Matters Arising from the Minutes Planning Matters Correspondence Finance Items raised by the Chairman Matters raised by Councillors / Clerk Items for the next meeting Part II Confidential Date of next meeting

		Action:
125.	**Public Session.** **125.1 Fly tipping at The Beacon.** The Clerk has reported this. **125.2 Environmental issues near Chawleigh Hill.** The Clerk has reported this. **125.3 The finger post that stood at lower Cheldon Cross has been removed and the Parish Council has been requested to lobby for a replacement, it being understood that it may not be replaced. It is an historic as well as important local information marker on a complicated crossroad junction.** **125.4 The Alphabet of Parishes plate that stands against the wall of St Mary's Church is in a poor state and it has been requested that the frame is repaired and the Plate re-erected.** The last two items will be further considered under Minute No. 132 when the Parish Council is in full session after this item.	
126.	**To approve Apologies for Absence.** Councillors Mrs S Croft, Mrs D Phillips, E Phillips and N Withers. It was noted that Mrs Hilary Johnson had resigned as a Councillor due to ill health. An e-card of thanks has been sent. The Clerk advised the vacancy procedure.	
127.	**Code of Conduct.** **127.1 To consider any Councillor Dispensation requests.** None. **127.2 Declarations of Interest not already declared in the Members' Register of Interests.** **Mrs Pincombe declared a Personal Interest in Planning Application 74697 and would not be voting.**	
128.	**Approval of the Minutes of the Parish Council Meeting held on 1 December 2021, the Part B Confidential Minutes of the same date and Minutes of the Parish Council Meeting held on 5 January 2022 to be ratified and 2 February 2022.**	

There was a small amendment to Minute No. 115.5: Councillor French queried whether the relevant Public Liability was in place. The Clerk confirmed this.

Approved and signed as a correct record.

Proposed by Councillor Smith, seconded by Councillor Mrs Pincombe and unanimously agreed.

129. Reports.

129.1 County Councillor P Henderson.

- Council Tax was being increased by 2.99%, meaning 87p a week more on a Band D property. This is the lowest rise since 2015. Other parts of the Council Tax is also increasing and the reason for this is because of an increase of 10% on children's and adults services. £23 million is to be taken from emergency reserves to help support much needed services and there are still savings of £30 million that have to be found
- DCC have allocated £100,000 towards 20mph zones in Towns and Parishes across Devon. In this connection, the Clerk had circulated an email from County Councillor Henderson regarding Expresssions of Interest in the 20mph zones which has the link to the application form
- There will be a site meeting on 8 March in Chulmleigh when it is hoped to resurrect some ideas previously raised in a road safety audit
- He had met the Head of Highways and senior planning officers and hoped his Ward would see an improvement in spending and repairs
- He wants to get money available from a pot for other Parish Council work to be done. South Devon still have Parish Lengthsmen and there is to be another meeting to discuss the potential for a Parish Lengthsman in this area for Parish Councils to call on them to do work
- More parents will receive first preference for a school of their choice
- A fingerpost has gone missing. If the Parish Council wish it to be replaced, we should speak to him about the replacement being funded from a community grant

Councillor Gravell spoke about the A377 north of Kingford where there is significant subsidence.
Councillor Henderson advised that DCC Highways is aware of this and the reason is tree roots under the road which cannot be patched. There is a major improvement plan being looked at.

129.2 District Councillor K Davies:

- I have received an email today from Paul Nethercott who will be leaving Airband on the 11th March 2022. Correspondence should now be sent to community.engagement@airband.co.uk until his replacement has been found. Airband is contracted to Connecting Devon & Somerset (CDS) providing fibre roll out in our area and a broadband service welcomed by many.
- NDC are planting 70 fruit trees in locations across the district in honour of Her Magesty's 70 years of service. These are in South Molton, Ilfracompe (community orchard) and Barnstaple. This is a great way to mark a significant national event, improve biodiversity and absorb carbon.
- The Barnstaple Market Quarter consultation ends on Friday 4th March 2022. Information boards are displayed in Green Lanes Shopping Centre and the survey and associated information is available at www.barnstaple.co.uk .
- Reminder from NDC – please place brown paper in the brown bag, along with flattened cardboard, it has already been recycled several times and goes through a different recycling mill. Thank you.
- North Devon & Torridge have just launched a survey to gauge interest in community led electric bike and electric car rental scheme. I have forwarded the email and links to Sue Squire.
- The Museum of Barnstable photo competition is open. 'Our Environment' is the subject – I visited last Saturday and it is well worth a look. The winner will be by public vote.
- There were interruptions to collections of waste & recycling during the weekend of the recent storms. Collections should be now back to normal. Various impacts as you will be aware but fortunately the storm hit coastal areas largely at low tide.
- Cllr Johnson had expressed an interest in rekindling the Chulmleigh Neigbourhood Plan, if anyone is interested to assist please let me know.
- A meeting has been arrange with Richard Sables (Highways), Cllr Paul Henderson, Cllr Simon Phillips and myself to discuss improvements/ safety issues in Chulmleigh as identified by the Parish Council. The meeting is next Tuesday the 8th March.

Please stay safe

129.3 Councillor Mrs S Croft – Chulmleigh Community Volunteers in connection with the coronavirus epidemic.

Prescriptions	665	49.63%
Shopping	53	03.92%

	Dog Walking 240 17.07% Post Office letters/cash/parcels 24 1.77% Surgery/hospitals, Covid jabs/dentist 345 26.03% Telephone support 5 0.36% Others/ Foodbank etc 8 0.59% Logging of all requests 1,356	
	129.4 Councillor Mrs Pincombe – Defibrillator check. In order, but there is a problem with the power supply to the box which Councillor Smith will investigate.	JS
	129.5 Gardening Work. Councillor Smith had met the newly appointed contractor and looked at areas. The area known as Pincombes car park required immediate attention and this has been done. For March, the bottom of Royal Charter Park that meets East Street will be done. There are a number of places which require attention due to the work not being able to be done and Councillors were in agreement for the contracted 4 hours a month to be increased to 8 hours a month in March and April.	
	129.6 S106 Committee. There had been a meeting which discussed Red Lion Corner when the Committee voted unanimously in favour of the plan going ahead. An Expression of Interest form has been submitted to North Devon Council. There are some queries which are being responded to. Councillor Withers has made enquiries about a suitable tree for the area. There was a debate about ownership of the land which still belongs to Devon County Council and arrangements will need to be made about maintenance of it by the Parish Council regarding street furniture. District Councillor Davies asked the position regarding the new play equipment project at Davy Park to which Councillor S Phillips replied that advices are awaited from Kompan, the play equipment suppliers, to advise when they are coming. Regarding the paths in Davy Park, the newly appointed contractor has a spraying licence and it is hoped he will be able to spray these. District Councillor Davies asked about the surface of the paths and the details were explained by Councillor S Phillips.	
	129.6a Grit Bins. Councillor S Phillips had spoken to the Neighbourhood Highways Manager about this as the bin at Highdown Hill had been damaged. This will be raised at the highways site meeting. Councillors felt it should be sited at the bottom of Highdown Hill.	SP
	129.7 Councillor Withers – Climate Emergency. When sending his apologies, he advised that he had received email correspondence from former Councillor Mrs Johnson in this regard.	
	129.8 Councillor Withers – Tree and Hedge planting. District Councillor Davies had let former Councillor Mrs Johnson have maps to mark a start on marking areas in connection with the Queen's Green Canopy. The Clerk to check with Councillor Withers that these have been passed on.	Clerk
	129.9 Broadband. The Clerk has been in correspondence with the Community Land Trust Organisation and had circulated details to Councillors as to what is involved, it being suggested that the Parish Council set up a Community Land Trust in connection with the broadband. Councillors did not feel the Parish Council should be involved in a Community Land Trust. The Clerk to thank the parishioner for their work so far, and point out that Community Land Trusts are not in the sphere of Parish Councils, suggesting that others should be involved, and to specifically contact District Councillor Davies.	Clerk
	129.10 Councillor Mrs Croft – The Queen's Platinum Jubilee. The Clerk has received an email from Lady Arran regarding the Queen's Green Canopy. Details had been circulated separately to Councillors, as had information on The Workshop of Aberfeldy who can provide custom made plaques for Platinum Jubilee commemorative trees. The trees need to be registered on a relevant site which will result in a plaque being registered at Buckingham Palace to identify it.	

Email received from the newly formed Platinum Jubilee Committee requesting a donation towards the arrangements and that the beacon is lit. In this connection, the Clerk is collating information to register Chulmleigh's involvement in this way with the Pageant master.

Clerk to advise Treasurer

Proposed by Councillor Mrs Pincombe to give a donation of £250.00. Seconded by Councillor French and unanimously agreed.

The Clerk has received details of personalised Platinum Jubilee Mugs for Parish and Town Councils featuring two designs (1) ceramic mugs produced with the official Platinum Jubilee logo on the front and the Council's commemorative message on the back, e.g. presented by Name of Parish Council to commemorate the Platinum Jubilee of HM Queen Elizabeth II 1952 – 2022 (2) ceramic mug produced with the Royal Coat of Arms of the United Kingdom on the front and the Council's commemorative message (as in (1) along with the official Jubilee logo.

Details had been circulated separately to Councillors.

50+ Personalised mugs of 1 design *£3.25 per mug
100+ Personalised mugs of 1 design *£2.95 per mug
200+ Personalised mugs of 1 design *£2.75 per mug
500+ Personalised mugs of 1 design *£2.65 per mug

SP

Councillor S Phillips will ask Chulmleigh Academy for the numbers of children who attend from Chulmleigh to get an idea of the number involved.
Councillors gave their opinion on the design of mug and the most votes were given to (2) with the Royal Coat of Arms.

Councillor S Phillips spoke about the recently held first meeting to make arrangements for the Jubilee. Although it was acknowledged this was not a Parish Council event, he hoped the Parish Council could be represented at the next meeting.

129.11 Chulmleigh Community Welcome. A separate Report had been circulated to Councillors: -
As I write it is half term and I have just had a message from Abed to say that the family are heading out for the day, appointments, shopping and maybe meeting friends. They have made friends with the family who arrived in Barnstaple over Christmas and are so pleased to be able to help someone else and no longer be the new family! Yesterday, Sara sent me a photo of her new haircut and at the weekend she is off to another birthday party. Since I last wrote Sara is loving Brownies and Abed enjoying tennis coaching. So they are settling well and still trying hard with their English.

Their main focus now is on some exciting news, which most of you will know, and they are happy to share - Mirvat is expecting a baby within a month now! She has been gathering bits and pieces, mostly second hand and has most of the things she needs now for a new born.

We have a few requests.
EXETER. Is anyone going into Exeter between 2nd and 9th of March who could pick up a small order from John Lewis please? Long story short Mirvat was given some vouchers (via DCC) but you had to spend each voucher individually to the exact amount - which was under the free delivery charge... I can forward the collection note which is ready from 3pm on 2 March.

TRANSPORT. As you know Youssef is happily driving his family to appointments and outings and I couldn't have written the first paragraph if he didn't own a car. From 22 April 2022 he will no longer be able to drive on his international license and will need to pass both driving theory and practical tests. He is working so hard on getting his driving theory and Miriam has organised at least two often three training sessions a week to help get him through this. But thanks to Covid there is a long wait between tests. So there will be a gap before he can drive again. Our wonderful core team has offered to drive them to health appointments, job centre, some of the ESOL when they can and also offered back up -but we need help please. We are looking for a) someone who can coordinate the lifts - making it as easy and simple as possible for the family so it doesn't feel like they are going back to the day they arrived and have to ask every time. In fact once they know who is available/when they can easily request/book lifts themselves.
b) people who are available to help drive them. Either offering a regular lift like to Petroc one day a week - or happy to be on a list as occasional back up. We already have a few names (thank you!)- but we would welcome some more!!
c) as they expect to be a family of five soon - is there anyone able to give occasional lifts to five?

Please let me or any of the team know if you can help with any of this.

GREENHOUSE. Youssef grew a few vegetables last year and would like to grow tomatoes, grapes, the baby courgettes they love and is on the hunt for a small second hand greenhouse. So if you hear/know of anyone dismantling one please let them or us know.

130. **Matters Arising from the Minutes.**

130.1 Citizen Award – Chulmleigh Primary School. A Councillor is required for March and April to assist Councillor Mrs D Phillips supervise children with community tasks. Councillor Mrs Pincombe is able to be involved from May.

The Clerk to make more enquiries about the length of the commitment and the time each day, and also enquire about the safeguarding position in case a DBS (Disclosure and Barring Service) Certificate is required. — Clerk

131. **The following Planning Matters were considered: -**

131.1 Planning List. — Clerk

Planning Application Ref:	Type	Applicant	Description
74769	**Full**		Notice of an application to modify planning obligation 33953 under regulation 3 of the T & C P (modification & discharge of planning obligations) Regulations 1992 in respect of modify the Mortgagee Exclusion Clause provisions and bring it in line with current funding and lending requirements – land adjacent Beacon Rise, Chulmleigh **To reply: We do not understand what this is and want a better explanation within the 21 day format.**
74697	**Full**	**Mr L Fuller**	Erection of permanent rural workers dwelling – Edgiford Farm, Chulmleigh, EX18 7EB **Councillor Mrs Pincombe declared a Personal Interest and did not vote.** **Proposed by Councillor Smith to recommend approval. Seconded by Councillor French and agreed.**
74857	**Full**	**No name given. Agent is XL Planning**	Erection of a dwelling (fallback position to application 72508) at access to Highlands Farm, Chulmleigh, EX18 7AF **Proposed by Councillor Smith to recommend refusal on the grounds of over development of the site. Seconded by Councillor Gravell and unanimously agreed.**

74821 – Prior notification for the creation of a new road for forestry – Pynamead Wood, Chulmleigh.
It was noted that the Parish Council is not a consultee.

74889 – Application for a lawful development certificate for existing use as a separate and independent dwelling house (Class C3), with associated vehicular parking and garden area – The Lodge, North East of Week House, Chulmleigh, EX18 7EE.
It was noted that the Parish Council is not a consultee.

131.2 Planning Applications received after the publication of the Agenda.

131.3 Planning Decisions. The following North Devon Council Decision Notices were noted:
APPROVALS for:

- **74457 –** Barn conversion to two dwellings and associated works – barn at Highlands Farm, Chulmleigh, EX18 7AF
- **71998 –** Variation of condition 2 (approved plans) prior approval 61198 (Prior approval for change of use of agricultural building to one dwelling) to allow for a retrospective change in design (amended description) – Week House, Chulmleigh, EX18 7EE
- **73157 –** Creation of agricultural access track – Longmeadow Farm, Chulmleigh, EX18 &ES

Other Planning Correspondence.
In connection with an enquiry from a parishioner regarding removal of hedgerow and trees from the boundary of the property Springhaven adjacent to the Public Footpath near the Golf Course, a reply from North Devon Council Countryside and Landscape Officer had been received. It was not a site he had had any prior involvement with.

72529 may be the more relevant application number, 73669 is just a variation in relation to cladding.
The planning submissions (approved site plan) appears to show a boundary hedgerow – so it may have been assumed that this was to be retained but no specific tree/hedgerow retention and protection plan appears to have been secured via planning conditions. — Clerk to advise parishioner who raised this

Given that the site is clearly not agricultural land and is neither within a Conservation Area or subject of any Tree Preservation Order it would be considered that North Devon Council would have very limited grounds to try and take any enforcement action in relation to any tree or hedgerow removal that has been carried out in association with the development of this site.

Councillor French suggested that when looking at sites for new trees, an enquiry should be made as to those which could be covered under a Tree Preservation Order (TPO).

132. Correspondence.

132.1 The finger post that stood at Lower Cheldon Cross has been removed and the Parish Council has been requested to lobby for a replacement, it being understood that it may not be replaced. It is an historic as well as important local information marker on a complicated crossroad junction. Details to be passed to Cty Cllr

132.2 The Alphabet of Parishes plate that stands against the wall of St Mary's Church is in a poor state and it has been requested that the frame is repaired and the Plate re-erected. A resident has offered to be the custodian and hold it in safe keeping. Details to be passed to Dist Cllr

133. Finance.

133.1 To ratify payments due & instruct cheque signatories (details below) Clerk

Proposed by Councillor Gravell, seconded by Councillor Smith and unanimously agreed.

Item No.	Cheque No.	Payee	Description	Amount
133.1.1	3689	HMRC	PAYE	£138.00
133.1.2 133.1.3 133.1.4	3690 3691 3692	Payroll and Expenses		£580.95 £432.64 £ 78.40
133.1.5	3693	Ben Farlam	Gardening work	£ 60.00

Invoices received after the publication of the Agenda.

133.1.6	3694	Chulmleigh Town Hall	Hire of room for meetings on 10 and 21 February	£24.00
133.1.7	3695	Chulmleigh Town Hall	Contribution towards water rates	£24.38
133.1.8	3696	Sam Percival	Stage 4 of work on Red Lion Corner Project	£1,822.40

133.2 Quarterly figures for July, August, September and October, November and December had been circulated to Councillors. Clerk

Councillors wished to know the payments under the S137 and Miscellaneous columns.

133.3 2021/22 Internal Audit. The Clerk had obtained a quotation from IAC Audit and Consultancy Ltd is £385.00. The amount paid last year was £475 and this was based on the previous year's income which included the receipt of S106 funding.

The Clerk requested Councillors to approve moving to IAC. Councillors will recall the Clerk's dissatisfaction at how last year's audit was carried out. Clerk

Proposed by Councillor Gravell, seconded by Councillor French and unanimously agreed.

134. Items raised by the Chairman.

134.1 Mr L Trenaman – request for holiday on March 7, 9, 11, 14, 16 to use up the remaining days for the holiday period of 1/4/21 to 31/3/22. This was approved. Clerk to advise

135. Matters raised by Councillors / Clerk.

135.1 Clerk's Leave. Thursday 17 March to Sunday 27 March 2022 inclusive.

136. Items for the next meeting. Those identified from these Minutes.

137. Part II Confidential. The meeting did not go into Part II Confidential.

138. Date of next Meeting: Wednesday, 6 April 2022 in Chulmleigh Town Hall at 7pm.

	Maria Bailey, Head of Planning at North Devon Council, will give a talk about the procedures and activities of the Department. The meeting ended at 8.54pm.	

Summary of Decisions:

- **Minutes of the Parish Council Meeting held on 1 December 2021, the Part II Confidential Minutes of the same date and the Minutes of the Parish Council Meetings held on 5 January 2022 and 2 February 2022 where decisions were ratified**
- **Donation of £250.00 to be given to the Platinum Jubilee Committee to assist with the arrangements**
- **Planning**
- **Payments**
- **IAC Audit and Consultancy Ltd appointed to be the internal auditor for 2021/22**

These Minutes are agreed by those present as being a true record.

Signed: Chair of Chulmleigh Parish Council:	Date: