# CHULMLEIGH PARISH COUNCIL

**Minutes of Chulmleigh Parish Council Meeting held on Wednesday, 2 February 2022 at 7pm by Zoom**

| **Chaired by: Councillor S Phillips** | **Clerked by: Sue Squire** |
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| **Present: Councillors**<br><br>**Mrs S Croft**<br>**P French**<br>**P Gravell**<br>**Mrs D Phillips**<br>**E Phillips**<br>**S Phillips**<br>**Mrs K Pincombe**<br>**J Smith from Minute No. 2**<br><br>**Mr M Johnson and Mr T Pullen**<br>**Chulmleigh Community College** | **Agenda: -**<br>Public Session including Chulmleigh Community College Report<br>To approve apologies for absence<br>Code of Conduct<br>Approval of Minutes. Ratification will take place at the next in person meeting<br>Reports<br>Matters Arising from the Minutes<br>Planning matters<br>Correspondence<br>Finance<br>Items raised by the Chairman<br>Matters raised by Councillors / Clerk<br>Items for the next meeting<br>Part II Confidential<br>Date of next meeting |

| | | **Action:** |
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| 111. | **Public Session including Chulmleigh Community College Report.**<br>**111.1** There had been a meeting with Chulmleigh Recreational Association (CRA) which was felt to be successful. County Councillor Henderson was thanked for his generous financial support to CRA with a proposal to get community access again.<br><br>The school was pleased that last month, pupils had been allowed to remove masks in class which helped getting back to normal and made life easier.<br>There had been a slight increase in Covid since the masks had been removed and there were 33 children and one member of staff off in the Community College, and 2 staff / 4 children off in the Primary School.<br><br>A shorter isolation period makes absenses easier to manage and measures are in place with GCSE's booked. The Year 11 pupils are working very hard in difficult circumstances.<br><br>Mr Johnson spoke about inequalities in the levelling up funding for Devon, particularly in the North Devon and Torridge area and he had made representations to the MP's Constituency Secretary. He also felt that County Councillors should be lobbied about the issue, as it is still a White Paper with the potential for change.<br><br>Mr Pullen advised that the school is proposing to plant some trees at Langley Lane to commemorate The Queen's Canopy, the size of three tennis courts in an area near the proposed allotments. A naming session is planned.<br><br>Councillor Mrs Croft spoke about working with the Chairman of the Education Committee and suggested Mr Johnson lobbied him.<br>Councillor S Phillips suggested that the Parish Council writes to Mr Gove about levelling up issue in North Devon, explaining that we feel we are being left out in comparison with other parts of Devon, particularly the area below the M5. | |

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| | **111.2 Representations from a resident regarding the tree and hedge clearance being carried out along the footpath adjacent to the golf course leading from Leigh Road.**<br>The question was asked as to how planning permission was given, to include the destruction of an ancient boundary.<br><br>The Clerk to enquire from the Planning Department if permission has been given or if they are aware it has happened, with the Countryside and Landscape Officer being copied in. | Clerk |
| 112. | **To approve Apologies for Absence.**<br>**Councillors Withers and Mrs Johnson, County Councillor Henderson and District Councillor Davies.** | |
| 113. | **Code of Conduct.**<br>**113.1 To consider any Councillor Dispensation requests.**<br>**Councillors Mrs D and E Phillips declared a Personal Interest in Minute No. 117.1, Planning Application 74580 it being close to their home. They would not be voting.**<br><br>**113.2 Declarations of Interest not already declared in the Members' Register of Interests.** None. | |
| 114. | **Approval of the Minutes of the Parish Council Meeting held on 1 December 2021, the Part B Confidential Minutes of the same date, the Minutes of the Parish Council Meeting held on 5 January 2022 and this meeting will be ratified at the next in person meeting, anticipated to be on Wednesday, 2 March 2022.**<br><br>**Proposed by Councillor Gravell to recommend approval, seconded by Councillor E Phillips and unanimously agreed.** | |
| 115. | **Reports**<br>**115.1 County Councillor P Henderson. Written report received covering the following:**<br>▪ **Egypt Lane issue**<br>▪ **Parking / Traffic issues**<br>▪ **DART response vehicle**<br>▪ **Sports Hall**<br>▪ **Grants for patients to support hospital discharges**<br>▪ **Council publishes its priorities for the next 4 years & invites public to be a part of achieving them**<br>▪ **Current Covid case rates**<br><br>**115.2 District Councillor K Davies. Written report received:**<br>The Councils planning service has been recognised as the second highest performing authority in the southwest in recent government tables. The planning service is working hard to tackle the housing crisis in the district.<br>• NDC remains cautious despite the easing on national restrictions regarding COVID. Staff are and have been brought back into the offices with various measures put in place for protection. Meetings are being conducted in person where required and virtually where appropriate. The council will be adopting a hybrid way of working where in the future so if the job allows, people will be able to work both from home and in the office.<br>• NDC have secured government funding of £150,000 to help improve cyber security measures and another £150,000 to improve planning ICT and processes.<br>• The further grants for businesses affected by the Omicron variant are open. See https://www.northdevon.gov.uk/coronavirus/business-support/<br>• Barnstaple Pannier Market has announced half price fees during February. This decision was made with a view to encourage current and new traders more quickly after the Christmas period.<br>• I continue to deal with varied casework including an air pollution issue and planning queries.<br><br>**115.3 Councillor Mrs S Croft – Chulmleigh Community Volunteers in connection with the coronavirus epidemic. Written report received:**<br><br>**Prescriptions 658 49.51%**<br>**Shopping 53 03.98%**<br>**Dog Walking 240 18.05%** | Clerk to advise both contractors of the outcome |

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| | **Post Office/letters/cash/parcels 24 1.81%**<br>**Surgery/hospital/Covid jabs 341 25.67%**<br>**Telephone support 5 0.38%**<br>**Others/Foodbank 8 0.60%**<br>**Logging of all requests 1,329**<br><br>This is a free service provided by 4 organisations: the Parish Council, the Parish Church, Chulmleigh Academy Trust, Wallingbrook Health Centre, plus volunteer's vehicles.<br><br>Areas covered include Chulmleigh, Eggesford, Wembworthy, Winkleigh, Burrington, Kings Nuympton and Chawleigh, plsu Exeter RD&E, Marsh Barton, North Devon, Okehampton, Bideford & Taunton hospital, also Crediton for Covid-19 vaccinations.<br><br>10 volunteers (was 36). Requests covering 1,329 people, all completed and / or booked.<br><br>In addition to the numbers above, we also delivered Christmas gifts and cards to volunteers and residents using our services. All locally purchase using Devon County Council and Western Power Distribution Covid-19 funding.<br><br>**115.4 Councillor Mrs Pincombe – Defibrillator check.** Details to be reported to South West Ambulance Service Trust by the Clerk. In order.<br><br>Due to continued complications with reporting via The Circuit, the Clerk has been requested to revert to submitting the monthly report to South West Ambulance Service Trust.<br><br>The Chairman thanked everyone for producing Reports to be able to review them before the meeting.<br><br>**115.5 Gardening Work.** As a result of the advertisement for a contractor, two expressions of interest had been received and circulated to Councillors.<br><br>Ben Farlam. £15 per hour. It was also noted he had a Weed Spraying Licence<br><br>Steve Johns £15.20 per hour<br><br>Councillor French suggested that the Parish Council was satisfied that the relevant Public Liability insurance was in place.<br><br>**Councillor French proposed that Ben Farlam was appointed as he lives in Chulmleigh for 4 hours a month, £15 per hour.**<br>**Seconded by Councillor Smith, who will continue to be the liaison Councillor. Unanimously agreed.**<br><br>Mr M Baker would continue to do the grass cutting as part of his 3 year contract.<br><br>Mr B Farlam would be asked to do a range of other projects during the year, which are to be agreed.<br><br>**115.6 S106 Committee.** No meeting had taken place.<br><br>**115.7 Councillor Withers – Climate Emergency.** No information available.<br><br>**115.8 Councillor Withers – Tree and Hedge planting.** No information available.<br><br>**115.9 Broadband.** The up to date position was that the resident who raised this issue and is in correspondence with Openreach plans to send a letter to every address asking for an email. This will be used to make the voucher offer. It will be necessary to complete a spreadsheet with this information for Openreach. The Parish Council will be in the best position to set up the required Community Interest Company.<br><br>Councillor Mrs Croft suggested that caution was exercised in dealing with other people's information.<br><br>**115.10 Councillor Mrs Croft – The Queen's Platinum Jubilee .** | Clerk to obtain responsibilities and potential<br><br>PF to send meeting notes to Clerk for circulation |

**In connection with Jubilee events, the Clerk has received details from Zurich Insurance who have produced an event guide.**

If less than 500 attendees are expected at events, at any one time, the policy provides cover as long as the appropriate risk assessments have been carried out.
If it is expected that more than 500 attendees will be at events at any one time, this must be advised for the relevant cover to be arranged.

A Town Meeting has been called on 22 February 2022 at 6.30pm in the Parish Church. Posters and a leaflet drop would be prepared to ensure that the event was well publicised.

**115.11 Councillor French – meeting of DART officers and South West Ambulance Service Trust.**
The Group had re-engaged with South West Ambulance Service Trust (SWAST). Three co-responders were trained with an additional co-responder being trained and waiting for his enhanced DBS clearance.
Two others were also being trained. As soon as the numbers reach six, they will be able to start responding.

Councillor S Phillips was encouraged by the contribution from the Fire Brigade. He was concerned that SWAST is pushed on training to get coverage on Category 2, 3 and 4 calls. Co-responders can respond to 50 – 60% of cases, meaning lives will be saved.

**115.12 Mrs S Squire, Parish Clerk.** Attendance at a planning training session organised by Mid Devon District Council on Material Planning Considerations. Noted that this was informative and helpful.

116. **Matters Arising from the Minutes.**

**116.1 Citizen Award – Chulmleigh Primary School.** Suggestions had been forwarded to the School and had been gratefully acknowledged.
Councillors have been forwarded with further details including an application form for the children to use to apply to do a certain task.

117. **To consider the following Planning Matters: -**

**117.1 Planning List.**

| Planning Application Ref: | Type | Applicant | Description |
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| **74579** | **Full** | **Mr T Holden** | Creation of a manege for personal use at Middle Close Barn, High Down Hill, Chulmleigh, EX18 7AX<br>*Councillor S Phillips had received an objection from a member of the community which had been submitted to the Planning Department.*<br>**Proposed by Councillor Mrs Croft to respond as follows:**<br>**Chulmleigh Parish Council believes that due to traffic speeds and volumes in both directions along Highdown Hill, particularly at school arrival and leaving times, that we are concerned with access onto the highway, particularly since one Parish Councillor was nearly involved in an accident with a tractor leaving the location.**<br><br>**We do not feel happy to recommend approval until these points have been fully taken into account with Highways.**<br>**Seconded by Councillor Gravell and unanimously agreed.** |
| **74580** | **Listed Building Consent** | **Mr S Moyse** | Replacement of first floor landing and second floor bedroom window openings (excluding frames) at Ashleigh Cottage, South Molton Street, Chulmleigh, EX18 7BW.<br>**Councillors Mrs D Phillips and E Phillips declared a Personal Interest and did not take part in the** |

Clerk to forward Parish Council's responses

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| | | | | **discussion, decision or voting, with their sound turned off.**<br>**Proposed by Councillor Gravell to recommend approval. Seconded by Councillor Smith and unanimously agreed.** | |

**7.2 Planning Applications received after the publication of the Agenda.** None.

**7.3 Planning Decisions.** The following North Devon Council Decision Notice was noted:
**REFUSAL for:**

- **74430 -** Variation of condition 2 (approved plans) attached to planning permission 73417 (Erection of a rural workers dwelling) to allow for a larger dwelling – Stone Barton Farm, Chulmleigh.

118. **Correspondence.** None.

119. **Finance.**

**119.1 To ratify payments due & instruct cheque signatories (details below)**
**Proposed by Councillor Mrs Croft, seconded by Councillor Mrs Pincombe and unanimously agreed.** Clerk

| Item No. | Cheque No. | Payee | Description | Amount |
|---|---|---|---|---|
| 119.1.1 | 3677 | HMRC | PAYE | £137.80 |
| 119.1.2<br>119.1.3<br>119.1.4 | 3678<br>3679<br>3680 | Payroll and Expenses | | £557.55<br>£432.64<br>£78.40 |
| 119.1.5 | 3681 | Mr M Baker | Work carried out as per tender for Quarter 3 of ground maintenance 2021/2022 | £554.45 |
| 119.1.6 | 3682 | Mrs S Croft | Reimbursement for Covid-19 Christmas Gifts Come from grant, not using funds and none goes to her | £449.03 |
| 119.1.7 | 3683 | Kompan | Payment – manufacture & delivery for play equipment at Davy Park | £20,986.50 |
| 119.1.8 | 3684 | North Devon Council | Collection from dog bins for 13 weeks from 1/10/21 – 31/12/21 | £249.60 |

**Invoices received after the publication of the Agenda.** None.

**119.2 EDF Energy – electricity supply to the public toilet.** It was noted that the monthly charge is increasing from £13.00 a month to £20.00 a month.

**119.3 Information Commissioner's Office Data Protection Registration Fee.** It was noted this was renewed on 22/1/22 by direct debit at a cost of £35.00.

**119.4 Peninsula.** Councillors noted details of the Insurance renewal notification. Renewal date 18/2/22. Premium: £53.34 plus IPT.
The Policy will renew automatically on 18/2/22 and a separate payment is not required as the premium is included within the Peninsula Business Services contract fee.

120. **Items raised by the Chairman.**

**120.1** County Councillor Henderson had mentioned the poor state of Egypt Lane in his Report.
The same situation applies at Langley Lane, with the comment at the DCC's Dragon Patcher is too large to be used at the location.

It is important to make sure that Langley Lane is not forgotten as it and Egypt Lane are both in a state of disrepair and Langley Lane should not be ignored just because the Lane is too small for some machinery. Clerk

This needs to be noted by County Councillor Henderson when working on the Parish Council's behalf.

**120.2** County Councillor Henderson had mentioned in his Report that there is to be a meeting with the Neighbourhood Highways Manager relating to parking and traffic. Councillor S Phillips would like to be present. Clerk to advise

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| | **120.3** As previously mentioned by the Executive Head Teacher of Chulmleigh Community School, the situation regarding levelling up needs to be raised by County Councillor Henderson. North Devon has been lumped in with the rest of Devon, making the figures look positive, but they do not identify the fact that North Devon and Torridge are included.<br><br>Councillors were invited to send any comments to be included to Mr Gove to the Clerk in the next 72 hours.<br><br>**120.4** Councillor Phillips was pleased about the meeting with CRA and Chulmleigh Community College. | Clerk<br><br>Cllrs |
| 121. | **Matters raised by Councillors / Clerk.** No items had been raised. | |
| 122. | **Items for the next meeting.** Those identified from these Minutes. | |
| 123. | **Part II Confidential.** The meeting did not go into Part II Confidential. | |
| 124. | **Date of next Meeting: Wednesday, 2 March 2022 in Chulmleigh Town Hall at 7pm subject to Covid infection rates at the time.**<br><br>The meeting ended at 8.13pm. | |

**Summary of Decisions:**

- **Various Minutes**
- **Planning**
- **Payments**

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

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| Signed:<br>Chair of Chulmleigh Parish Council: | Date: |