CHULMLEIGH PARISH COUNCIL

Minutes of Chulmleigh Parish Council Meeting held on Wednesday, 7 February 2024 in the Town Hall at 7pm.

Chaired by: Councillor S Phillips	**Clerked by: Sue Squire**
Present: Councillors **B Farlam** **D Ives** **Mrs D Phillips** **E Phillips** **S Phillips** **G Sherman** **Mrs A Stanton** **C Stanton** **E Tyldesley** **Ms J Trewhitt** **County Councillor P Henderson until Minute No. 161.2** **District Councillor K Davies** **One member of the public**	**Agenda: -** Public Session to include a report from Chulmleigh Community College To approve apologies for absence Code of Conduct To approve the Minutes of the Parish Council Meeting held on 3 January 2024. The Part II Confidential Minutes of 3 January 2024 will be approved under Minute No. 171 Reports Matters arising from the Minutes To consider matters raised under the Public Session Planning and Planning Correspondence Finance Correspondence / Notices & Publications Received Items raised by Councillors Items raised by the Chairman Items raised by the Clerk Part II Confidential Date and time of next meeting

		Action:
157.	**Public Session to include a report from Chulmleigh Community College.**	
157.1	**A Committee Member of the Chulmleigh Playing Fields Association** gave the historic details of the Playing Field and Association and the way the playing fields are run. The Committee is applying for funding towards the provision of a second Hall and part of the requirement from some of the funders is for a Lease to be in place for 20 years. There is currently an arrangement in place, registered with the Charity Commission but this is insufficient documentation for some of the funders. A funding application was made last year, not Awards for All as noted on the Parish Council Agenda but this was unsuccessful. Recently, the Parish Council had originally agreed a Lease for 10 years. Q: If an application was submitted next year, would funders be happy for a 19 year lease. A: The arrangement is never ending and is in perpetuity. A 20 year Lease is the maximum amount of time funders are looking for and anything over that would be welcome. The item was further discussed under Minute No.	
157.2	**A member of the public advised that they had some Public Footpath signs** which were offered to Councillor G Sherman, as one of the P3 Parish Paths Partnership Co-ordinators, and these were accepted.	
157.3	**Is there any news on the Bramble Patch?** Councillor S Phillips advised there was not.	
158.	**To receive apologies for absence.** Councillor Mrs S Sherman (personal commitments).	
159.	**Code of Conduct.** **159.1 To consider any Councillor Dispensation requests.** None. **159.2 Declarations of Interest not already declared in the Members' Register of Interests** **Councillor G Sherman declared a Personal Interest in Minute No. 167.1 – Tarka Rail.**	

	Councillor G Sherman declared a Prejudicial Interest in Minute No. 165.1, relating to Planning Application 77167 – The Old Court House, as an employee of the applicant. **Councillors Mrs D and E Phillips declared a Personal Interest in Minute No. 165.1, relating to Planning Application 77167 – The Old Court House, as neighbours.** **Parish Councillors declared a Personal Interest in Minute No. 165.1, relating to Planning Application 78239, being the Parish Council's application in respect of the Red Lion Corner project.**	
160.	**To approve the Minutes of the Parish Council Meeting held on 3 January 2024.** **The Part II Confidential Minutes of 3 January 2024 were approved under Minute No. 171.** **Approved as a correct record.** **Proposed by Councillor Ms Trewhitt.** **Seconded by Councillor Ives and unanimously agreed.**	
161.	**Reports.**	
161.1	**County Councillor P Henderson:** ▪ Members would be voting on the County Council budget the following Thursday and a balanced budget would be put in. The government's settlement was not what had been hoped for and there will be the maximum increase in Council Tax. Because of the reduced governmental financial contribution, service cuts will have to be made which includes staff loss. This includes Torbay even though the area is a Unitary Council ▪ **Devolution.** This was confirmed by a government minister on 25 January 2024 and would exclude Plymouth. It will give DCC and Torbay Councils a lot more control over procurement and jobs with the added advantage of working with the District Councils ▪ **Highways.** People were asked to report everything, even if the defects / issues / problems were not in his area Councillor S Phillips spoke about S106 funding of £385,000 awarded to various different bodies in North Devon and asked where it came from and was advised by County Councillor Henderson that it was contributions from developers, specifically in South Molton and Barnstaple.	
161.2	**District Councillor K Davies.** ▪ A member of the public had contacted him regarding the state of the road near Bridge Reeve. Councillor S Phillips advised he had also reported it several times but no action had been taken by DCC Highways. ▪ There is one enforcement case ongoing which is being looked at from an environmental health and planning enforcement point of view. ▪ An open consultation on Barnstaple Town Centre in the Market Quarter and Butchers Row is running until 4 March 2024 ▪ The Parish Council's planning application for Red Lion Corner had been validated. The Clerk had raised two issues: that the North Devon Council website showed it was a delegated decision which it would not be, as District Councillor Davies is the architect and the application will automatically go to the Planning Committee for consideration, and the fact that a member of the public living in Umberleigh had made a comment about the stone trough and plinth but was not shown as being advised of the application on the Neighbour Consultation List. It was pointed out that details of the application had not been sent to them but that they must have viewed the plans and made an individual comment.	
161.3	**Councillor Mrs Pincombe – Defibrillator check.** It was not known if it had been checked. Councillor Farlam offered to check it if Councillor Mrs Pincombe was experiencing difficulties doing this.	Clerk to check with Cllr Pincombe
161.4	**Gardening Work.** The details of a person seen by Councillor Ms Trewhitt on Facebook specialised in wildlife gardening and was not thought to be suitable. As a result of an email received from Coast and Countryside Tree Services, the Clerk contacted them to enquire if they would be interested in gardening work. The reply was positive from their Gardening Department within the firm. Councillor S Phillips has been advised and is to meet one of the team at a site meeting to explain what is involved.	Cllr Farlam to forward a map of the area he used to do

161.5	**Davy Park Play Area – Councillor Mrs S Sherman:** - There was more rubbish at the site than last month - Bushes were overhanging the path which Councillor Farlam offered to cut back - The Clerk advised that the play area had been inspected by The Play Inspection Company whose report was awaited - Councillor Farlam advised on the sandblasting work to the main sign and when it will be likely to do the same on the sign at Academic Lane and it was hoped the main sign would be fixed by the end of the month. - District Councillor Davies confirmed that a reminder had been given about the replacement lids for two of the bins and a replacement lid for the bin at Back Lane. - Councillor S Phillips confirmed that he had inspected the swing shackles. There is rust but no risk to the integrity of the swing. Mr K Brady will be replacing the shackles shortly. - Public Space Protection Order Sign – the Clerk is following this up with the Dog Warden which is to be delivered to Councillor Farlam to fix.	
161.6	**Police Visits – Councillor C Stanton.** Sgt Brown continues to report as a low crime area, backed up by statistics. There were no crimes in November and December and no details on anti social behaviour. Councillor Stanton advised that material had been set on fire in Davy Park and asked for beat officers to patrol. There had been a spate of caravan thefts in north and west Devon. The public are asked to look out for suspicious activity and number plates in the Devon and Cornwall alerts. Councillor S Phillips had noted 3 or 4 caravans parked towards Lapford. The intended bike marking event at Chulmleigh Fair could not be done, but now Sgt Brown has 300 marking kits and asked about any special activities / social occasions to attend with his team, or alternatively this could be done when the Repair Shop is held. It was suggested that the school are holding cycling proficiency tests and Councillor Stanton will suggest that the marking kits are brought when this is being held and also at the coffee mornings in connection with Chulmleigh Fair. Criminal damage had been sustained to the Parish Church involving the stained glass window and the interior, resulting in the church being locked with the intention of installing CCTV. Speeding was mentioned in Leigh Road inside the 30mph and it was thought this was probably the perception by people, rather than the actual speed of vehicles. It was known that smoking of illicit substances had taken place.	
162.7	**Chulmleigh Allotment Meeting – Councillor E Tyldesley.** The Minutes of the recent meeting had been circulated to Councillors. **Proposed by Councillor Tyldesley to form a Parish Council Sub Committee to attend Allotment Meetings.** **Seconded by Councillor G Sherman and unanimously agreed.** Councillors Tyldesley, Ives and Ms Trewhitt will form the Committee and Councillor Tyldesley will liaise directly with the Allotment Committee.	ET
162.8	**Clerk's Actions:** ❖ Has reminded South Western Ambulance Service Trust (SWAST) that some dates for awareness sessions are awaited. The person who would normally deal with this is on maternity leave and the replacement has an out of office reply to emails with no indication when they would be at their desk. Since the Agenda was published, an officer from SWAST has been in touch giving various dates which were relayed to Councillors. **Wednesday, 26 June 2024 at 7.30pm in the Town Hall has been arranged.** ❖ Has reminded a local person who may have ownership details of Kings Park car park ❖ After extensive enquiries, it has been ascertained that community training for two members of Chulmleigh Old Fair Committee has been arranged by the people in question ❖ Submitted planning responses	Clerk to confirm the date with SWAST

- ❖ Advised the person who is spearheading a mini bus service that the requested grant of £840.00 has been agreed and suggested that consideration is given to an afternoon shuttle to and from Eggesford Station
- ❖ Dealt with payments
- ❖ Liaised regarding an Allotment Association meeting covered under Minute No. 162.7 above
- ❖ Has advised Organisations of the grant allocated to them in the 2024/25 financial year

163. **Matters Arising from the Minutes.** Covered elsewhere on this Agenda.

164. **To consider matters raised under Minute No. 157 - Public Session where a response is required.** Covered under Minute No. 167.3.

165. **Planning and Planning Correspondence.**

165.1 **Planning Applications.** Clerk to submit responses

Planning Application Ref:	Type	Applicant	Description
78122	Full	Mike & Mariam Nicholl & Doogan	Demolition of existing barn and erection of a dwelling under fall back position (reference planning application 77400) – land off High Down Hill, Chulmleigh, EX18 7AX. Proposed by Councillor G Sherman to recommend approval. Seconded by Councillor E Tyldesley and unanimously agreed.
78045	Full	Diana Manning	Conversion of a redundant agricultural building to single dwelling house – East Cheldon Farm, Cheldon, Chulmleigh, EX18 7JA Proposed by Councillor E Phillips to recommend approval. Seconded by Councillor C Stanton and unanimously agreed.
The Parish Council is not a consultee on this application - 78213	Works to trees	Asa Group	Application for consent for works to trees covered by a Tree Preservation Order in respect of reduction of 1 x Pine Tree (T1), removal of Ivy from base of 1 x Pine (T2) and removal of Ivy at base of tree and removal of dead hanging branches (T3)
The Parish Council is not a consultee on this application - 78220	Discharge of condition	Mr D Phillips	Application to discharge condition 4 (archaeology) of Listed Building consent 76748 - Listed Building consent for conversion of agricultural barn for use as small manufacturing facility, to include insertion of freestanding timber-framed pod, new connection to existing foul water drainage system and power supply and widening of existing courtyard access.

165.2 **Planning Applications to consider received after the publication of the Agenda.**

77167	Full	Mr S Moyse	Extension to and change of use from workshop / private gym into a one bed bungalow (amended plans and description) at The Old Courthouse, South Molton Street, Chulmleigh, EX18 7BW. Councillor G Sherman declared a Prejudicial Interest, left the room and did not take part in the discussion, decision or voting thereon. Councillors Mrs D and E Phillips declared a Personal Interest, being a neighbour of the applicant. It was resolved to reply: Chulmleigh Parish Council have reviewed the details but cannot comment at this stage due to lack of detail of access and egress.

				Please provide more information so that we can comment by the deadline date of 26/2/24.	
	78239	Full	Chulmleigh Parish Council	**Public realm improvements including the provision of a shelter, planters, seating and a cycle stand. Removal of existing stone plinth and trough and new checkered paving incorporated. A 'tree' wall mural is also indicated at Red Lion Corner, South Molton, Street, Chulmleigh.** **All Parish Councillors present declared a Personal Interest due to this being the Parish Council's application.** **Proposed by Councillor E Phillips to recommend approval, seconded by Councillor Ms J Trewhitt and unanimously agreed with the comment that it has been noted that a resident of Umberleigh has mentioned about the stone trough and would advise that the trough is in the ownership of a resident who is expecting it to be returned.**	
165.3	**Planning Correspondence.**				
165.3.1	**The following North Devon Council Decision Notices were noted:** **Approval for:** ▪ **77767 – Variation of condition 2 (approved plans) attached to planning permission 74857 (erection of dwelling (fallback position to application 72508)) to allow for amended design – Toll Bar House, access to Highlands Farm, Chulmleigh, EX18 7AF** ▪ **77597 – Conversion of garage / workshop to create a four bedroom dwelling together with new access (amended description) – Riverside House, Newnham Bridge, Umberleigh, EX37 9EU** ▪ **77837 – Conversion of sheep barn to dwelling with associated works – Higher Leyton, Nr Elstone, Chulmleigh, EX18 7AF** ▪ **77794 – Change of use from commercial Royal Mail Sorting Office to single residence – former Royal Mail Sorting Office, Leigh Road, Chulmleigh** **Withdrawn application:** **75120 – Replacement paving (amended plans), Red Lion Corner, Chulmleigh.**				
165.3.2	**Appeal Decision from The Planning Inspectorate.** **Appeal Ref: APP/X1118/W/23/3324407 – Riverside House, Newnham Bridge, Umberleigh, EX37 9EU.** Application 76435 dated 3/1/23. The development proposed is demolition of existing workshop building and erection of a detached house with an integral garage, amenity space, car parking, access and landscaping, together with a change of use from two houses to one house by the reintegration of an existing annex dwelling into the main house. The appeal is made under section 78 of the Town and Country Planning Act 1990 against a failure to give notice within the prescribed period of a decision on an application for planning permission. The appeal has been dismissed.				
166.	**Finance.**				
166.1	**The following payments were approved:** **Proposed by Councillor Mrs D Phillips** **Seconded by Councillor Mrs A Stanton and unanimously agreed.**				Clerk to make the payments

Item No.	Payee	Description	Amount
166.1.1	HMRC	PAYE	£176.00
166.1.2 166.1.3 166.1.4	Payroll and Expenses		£733.70 £432.64 £100.00
166.1.5	Chulmleigh Town Hall	Hire of Hall for meeting and Police Surgery. £40.00 (Dec) Hire of Hall for meetings on 3 & 17 January. £40.00 Hire of Hall for Police Survey 8 January £20.00	£100.00

	166.1.6	**Resourceful Bookkeeping**	**Payroll Invoice for February 2024**	**£6.00**	
	166.1.7	**Information Commissioner's Office**	**Renewal of Data Protection Registration**	**£35.00 (D/D)**	
	166.1.8	**Mrs S Squire**	**Reimbursement for planning application fee relating to Red Lion Corner**	**£353.00**	
	166.1.9	**South Western Ambulance Service**	**Lease of two defibrillators for the next 4 years**	**£3,360.00**	
	166.1.10	**Robert Davies John West Ltd**	**Second Interim Account relating to architectural work in connection with Red Lion Corner**	**£1,200.00**	
	166.1.11	**Chulmleigh Baby & Toddler Group**	**Duplicate 2023/24 grant cheque**	**£50.00**	
	166.1.12	**North Devon Council**	**Emptying dog waste bins from October – December 2023**	**£249.60**	
	166.1.13	**Glasdon UK Ltd**	**Grit bin for East Street**	**£230.66**	

166.2 **Internet Banking.** The forms completed last year were never processed by the bank and a further attempt will be made by the Clerk.
Up to date forms will be brought to the meeting for two existing current cheque signatories (Councillors S Phillips and E Phillips) to sign and complete for return to the bank.

Proposed by Councillor G Sherman
Seconded by Councillor Ives and unanimously agreed.

Clerk to return forms to the bank

167. **Correspondence / Notices & Publications Received.** Various emails have been circulated to Councillors from organisations and agencies.
Correspondence received after the Agenda was published was circulated to Councillors on a separate document.

167.1 **Tarka Line – trains stopping at Kings Nympton Station.** A Chulmleigh Parish Councillor has invited to meeting to discuss further.

Councillor G Sherman declared a Personal Interest in this item, who spoke about the Tarka Rail Association Users Group who are trying to get the trains to stop at Kings Nympton.
Councillor G Sherman was willing to represent Chulmleigh Parish Council at the proposed meeting.

Clerk to advise MP of Kings Nympton that GS will represesnt Chulmleigh Parish Council

Councillor S Phillips made comments about the current system citing an instance where the train did not stop for a passenger to alight. It was felt the timetable should be the same all the time to avoid confusion.

The Clerk to send the Parish Council's representations in a letter to Great Western Railway (GWR) advising that it is unhappy with the current scheduling, as it is confusing to users of the train service. In years gone past, a prospective passenger could wave a train down at any station and the same applied when a passenger, requesting it to stop.
It creates a negative outlook of people with the risk that people will not use it.

Clerk to write to GWR with representations

167.2 **Devon County Council Public Rights of Way Parish Paths Partnership (P3) Forms.** The forms have been sent to the P3 Co-ordinators for the Parish, Councillors G and Mrs S Sherman who will walk and survey the public rights of way and submit to DCC.
Meanwhile, the Clerk will complete and return the P3 Summary of Expenditure form, where the deadline date is mid March 2024.

GS / SS

Clerk

Clarification to be obtained about Huntacott Bridge. This is a road bridge and a new bridge has been installed upstream of the road bridge, known as Huntacott Footbridge.

Clerk to ask KB

167.3 **Chulmleigh Playing Fields Association – Lease being prepared by Gilbert Stephens.**

- The Client Care Letter has been re-sent, completed by the Clerk and returned, the original having been, it is assumed, lost in the post together with a cheque for £50.00 as a retainer.
- The Lease had been prepared and circulated for Councillors to study ahead of the meeting.
- The duplicate cheque issued at the last meeting for Gilbert Stephens was not required and has been voided.
- The Chulmleigh Playing Fields Association had asked the Parish Council to consider a 20 year Lease, which is required by some funders. Initially a 10 year Lease was agreed, which was required by

	another funder but as the bid was not successful and there are other funders to whom applications are to be submitted, it has been identified that they would require a 20 year Lease. Councillor S Phillips reminded Councillors that whatever the length of the Lease, it will be committing others in years to come in what we think is right. When the first funding bid was submitted, there was concern over a 10 year Lease. **Councillor E Phillips proposed a 20 year Lease with a clause to review it after ten years. Seconded by Councillor Farlam and unanimously agreed.**	Clerk to advise Gilbert Stephens Solicitors accordingly
167.4	**Natural Flood Management Event – 21 February** Councillor G Sherman had attended DRIP event yesterday. If people have flooding issues in the town, the team to be advised so that a bigger picture can be built up.	Clerk to add this item to the March Newsletter
168.	**Items raised by Councillors.** No items have been passed to the Clerk for inclusion apart from the item covered under Minute No. 162.7.	
169.	**Items raised by the Chairman.** None.	
170.	**Items raised by the Clerk.**	
170.1	**Annual Parish Meeting.** This legal meeting must be held between 1 March and 1 June each year. Councillors were in agreement to hold it on a separate evening, involving Organisations to promote themselves, rather than receiving verbal or written reports. The date of this would be Thursday, 23 May 2024 in the Town Hall between 6 and 8pm.	Clerk to book the Hall and invite organisations to participate
170.2	**Clerk away from desk dates.** - Wednesday 14 February to Friday 16 February 2024 inclusive to attend a family funeral in the north of England - Monday and Tuesday, 26 and 27 February 2024 - annual leave - Friday 8 March 2024 - annual leave - Thursday 25 April 2024 - annual leave - Thursday and Friday, 2 and 3 May 2024 - annual leave, subject to being appointed to Election and Count duties - Thursday 20 June to Sunday 30 June 2024 inclusive - annual leave	
171.	**Exclusion of Press and the Public To resolve: that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded for the following item as it involves the likely disclosure of confidential information.** **Part II.** **Proposed by Councillor G Sherman** **Seconded by Councillor E Phillips and unanimously agreed.**	
172.	**Date and time of next meeting: Wednesday, 5 March 2024 in the downstairs room of the Town Hall at 7pm.** The meeting ended at 9.07pm.	

Summary of Decisions:

- **Part I and Part II Confidential Parish Council Meeting Minutes of 3 January 2024**
- **Parish Council Sub Committee to sit on the Chulmleigh Allotment Committee**
- **Planning**
- **Payments**
- **Completion of form for internet banking**
- **Agreement of a 20 year Lease with the Chulmleigh Playing Fields Association**
- **That the meeting went into Part II Confidential**

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

Signed: Chair of Chulmleigh Parish Council:	Date: