CHULMLEIGH PARISH COUNCIL

Minutes of Chulmleigh Parish Council Meeting held on Wednesday, 1 September 2021 in the Town Hall at 7pm.

Covid-19 Risk Assessments had been carried out.

Chaired by: Councillor S Phillips	**Clerked by: Sue Squire**
Present: Councillors **Mrs S Croft** **P French** **P Gravell** **Mrs H Johnson** **S Phillips** **N Withers** **County Councillor P Henderson from Minute No. 61.5 to Minute No. 62** **District Councillor K Davies** **No Members of the public**	**Agenda: -** Public Session including Chulmleigh Community College Report To approve apologies for absence Code of Conduct To approve the Minutes of the Parish Council Meeting held on 4 August 2021 and the Part B Confidential Minutes of the same date Reports Matters Arising from the Minutes Planning Matters Correspondence Finance Matters Items raised by the Chairman Part B Confidential Date of next meeting

		Action:
56.	**Public Session including Chulmleigh Community College Report.** **56.1 Representations received regarding the kebab house in the town.** Councillors were not aware of the commercial side of the business and it was thought it was used for storage. Concern had been expressed regarding the colour of the premises in a Conservation Area although the building was not listed and this was noted.	
57.	**To approve Apologies for Absence.** Councillors Mrs D Phillips, E Phillips, Mrs K Pincombe and J Smith.	
58.	**Code of Conduct.** **58.1 To consider any Councillor Dispensation requests.** None. **58.2 Declarations of Interest not already declared in the Members' Register of Interests.** None.	
59.	**To approve the Minutes of the Parish Council Meeting held on 4 August 2021 and the Part B Confidential Minutes of the same date.** **Agreed and approved as a correct record.** **Proposed by Councillor Gravell, seconded by Councillor Mrs Johnson and unanimously agreed.**	
60.	**Reports.** **60.1 County Councillor P Henderson.** Received after Minute No. 61.5. ♦ He has referred the situation of the emergency first responder vehicle, currently laid up in Chulmleigh, to the Overview and Scrutiny Committee of South Western Ambulance Service (SWAST) and is taking it up directly with the SWAST responder manager with whom he hopes to meet to progress the situation. Councillor S Phillips is also to speak to Ms Selaine Saxby MP regarding the situation. ♦ Repairs on the A377 which had not been carried out. Pending a multi-million pound project, a temporary measure has been effected and there is an improvement in the road. ♦ He and other County Councillors had a meeting with the Leader of DCC, Cllr John Hart citing that currently, Highways were not cost effective. The budget formerly held by the Neighbourhood Highway Managers had been taken into the 'Doing What Matters' fund. Cllr Hart is calling the matter into the Overview and Scrutiny Committee for Highways to explain how contracts are apportioned and what quality and control is in place across the whole of Devon, not just North Devon.	

- DCC Children's Services had been inspected by Ofsted and as a result, a poor outcome was reported. Changes have since been made with a new Head of Services acting on Ofsted recommendations and it is hoped that this will ensure the service will improve around childcare issues and health.
- Due to the higher than national average Covid rates at present, DCC has been given special measures, not lockdown, and extra money for testing. The Armed Services are helping the ambulance service. Case rates appear to be dropping.
  95% of over 50s have had their 1st dose and 90% have had their second dose. It is important to remain really cautious.

Councillor Henderson was informed that the Wallingbrook Health Centre were not doing routine blood tests and were sending patients to various other healthcare settings.
He will ascertain the reason for this.

It was advised that at the Ladywell development Inquiry, a doctor gave evidence that the 190 extra properties would stretch the capabilities of the Wallingbrook Practice.

60.2 District Councillor K Davies.
The North Devon Council area is in an enhanced response area to the higher than national average Covid cases, meaning Authorities in the South West have flexibility to introduce public health measures. All are encouraged to play their part by limiting social contact, meet outside, wash hands, and carry out regular testing.

An invitation has been extended to the next North Devon Council Parish Forum on, Thursday, 14 October by Zoom. This would be a worthwhile event to attend and report back on.
Councillors S Phillips, Mrs S Croft, Mrs H Johnson and N Withers wished to be registered to attend. — Clerk to advise NDC

60.3 Councillor Mrs S Croft – Chulmleigh Community Volunteers in connection with the coronavirus epidemic.
A total of 1,195 people had been helped between the period 23/3/20 and 1/9/21, as follows:

Prescriptions	581	48.64%
Shopping	53	04.38%
Dog walking	240	20.08%
Post Office etc	24	2.00%
Surgery/Hospital/Covid jabs	284	23.78%
Telephone support	5	0.42%
Others/foodbank etc	8	0.67%

Volunteer numbers have dropped from 36 to 21 which include new volunteers. This is due to testing positive for Covid or annual holidays.

Wallingbrook Health Centre cannot see every patient due to their capacity being stretched and it is necessary to transport patients to other hospitals.
All cases have been dealt with, the majority are NOT as a result of Covid.

60.4 Councillor Mrs Pincombe – Defibrillator check. Details to be reported to South West Ambulance Service Trust by the Clerk. — Clerk to check with KP

60.5 Gardening Work. This is currently on hold due to illness.

60.6 Broadband in Chulmleigh. The resident who is pursuing this is gradually posting the flyer which has generated a positive response.
Having selected the largest quote from Openreach, the estimate is awaited which is expected to take some time.
The priority is to persuade people to pledge / sign up when prompted.

60.7 S106 Committee Meeting.
Councillor S Phillips reported that the Committee had looked at two current projects.
In Davy Park, the proposal is to replace the children's play area as the previous equipment had been condemned as being unsafe and had been removed.
Eight quotations had been requested and two received, who were the same companies that had quoted for play equipment at the Playing Field.

The Committee's recommendation to the Parish Council is to go for the Kompan quotation, who make the equipment, which was cheaper than TK Play.

The second project is at Red Lion Corner. The Parish Council voted some time ago that a glass sided shelter with seating was preferred.
Other improvements at this site would be bollards to prevent parking, granite sets for the floor and a single tree with a circular surround to it which would be the secondary seating area in the open.
The tree to be chosen is to have no fruit and few leaves. No decision had been taken on the type.
There will be a bike rack and the remainder of the items at present in the area will be re-sited or reused.
The benches will be relocated and the floral trough / stone base will be removed.

Councillor Mrs Johnson asked about the bollards which would prevent lorries from parking there and was advised they would have to stay on the road.

Proposed by Councillor Mrs Johnson that the Expression of Interest (EOI) for these two projects were submitted to North Devon Council. Seconded by Councillor Withers and unanimously agreed.

SC to submit EOI to NDC

60.8 Councillor Withers – Climate Emergency
The North Devon Biosphere team would be happy to give a short presentation on the Nature Declaration and their work at a future meeting if Councillors would like the opportunity to learn more.

Councillors were in agreement for an in person presentation lasting 15 – 20 minutes.
Members of the public would be welcome to attend, subject to the limit of 16 people in total in the Town Hall, due to social distancing. They should inform Councillor Withers if they intend to come.

Councillor Withers to send the link to a new Report produced in August and also a link to the North Devon Climate Summit Ms Selaine Saxby MP is hosting.

NW x 2

61. **Matters Arising from the Minutes.**

61.1 Councillors Mrs D Philips & Mrs Pincombe are aware that an item on Facebook will be included on the Agenda when there is something to report.

61.2 Padlocks for Davy Park barriers. It was noted that these had been purchased by the Clerk for delivery to Councillor S Phillips.

61.3 Tree Planting in Davy Park to mark HM The Queen's Platinum Jubilee in 2022.
Councillors felt that 3 or 4 saplings would be appropriate, comprising Mazzards and Whitebeam.
Councillor Mrs Johnson to circulate a picture of the suggestions.
The October meeting Agenda to include quotations and availability of the trees.

HJ

Oct Agenda

61.4 Biosphere Nature Plan. Councillor Withers confirmed that he had completed the consultation on behalf of the Parish Council.

61.5 Reporting of potholes. Councillors S Phillips, N Withers and the Clerk confirmed that they have reported / were in the process reporting those at various locations.

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

62.1 Planning List.

Clerk

Planning Application Ref:	Type	Applicant	Description
73708	Full	Mr P Wells	Extension to dwelling at 20 Four Ways Drive, Chulmleigh, EX18 7AZ **Proposed by Councillor Gravell to recommend approval. Seconded by Councillor French and unanimously agreed.**

62.2 Planning Applications received after the publication of the Agenda.

Planning Application Ref:	Type	Applicant	Description

	73806	**Full**	**Mr & Mrs Rives-Roberts**	Approval of details in respect of discharge of conditions 5 (construction environmental management plan (CEMP), 9 (installation of one bat tube) and 10 (bat low impact class licence) attached the planning permission 65112 (demolition of existing dwelling & erection of new dwelling) – Beaconsfield, South Molton Street, Chulmleigh. *Details of the Application had been forwarded to Councillors for information.* *It was noted that the Parish Council had not been invited to comment as a statutory consultee.* Noted.	

62.3 Planning Decisions. The following North Devon Council Decision Notice was noted:
APPROVAL FOR

- **73298 – Retrospective application in relation to the provision of a pair of simple pole barns at Huntacott Stud, Edgiford Cross, Chulmleigh.**

62.4 Planning Decisions received after the publication of the Agenda. None.

62.5 Planning Application 73242 – erection of a permanent rural workers dwelling at Huntacott Stud, Edgiford Cross, Chulmleigh. It was noted that this Application was dealt with under the Scheme of Delegation due to not all Councillors seeing the details, the Application being received on the day of the August meeting.
A response had been sent as follows:
Chulmleigh Parish Council wish to recommend approval provided the case officer verifies for him / herself the livestock numbers on the labour requirement spreadsheet.

63. **Correspondence.** There was no correspondence to note at the time the Agenda was prepared.

Correspondence received between the publication of the Agenda and the meeting:

63.1 Email from Maria Bailey, the new Service Manager for Development Management at North Devon Council. To be invited to the Parish Council meeting on 3 November. — Clerk

63.2 Defibrillator Awareness Sessions. There were no volunteers to attend this, all having been trained previously. — Clerk

63.3 DCC Free Tree Scheme. The email had been circulated to Councillors and was noted.
Councillor Mrs Johnson advised that the Tree Council had confirmed it could provide trees, including fruit trees and hedges. This was felt to be an important contact.
Areas in Chulmleigh to be identified for hedges to be planted. — HJ / Cllrs

64. **The following Finance matters were considered:**
64.1 Insurance Policy – renewal date 1 October 2021. The Parish Council is currently insured through Zurich Insurance.
The Clerk had requested comparative quotations from BHIB Insurance and Came and Company, both of who provide specific insurance for Parish Councils.

By obtaining three quotations, Councillors were able to decide which company to place the insurance with, to ensure best value for money.

- **Zurich** — **1 year standard premium of £654.99**; **3 year Long Term Agreement premium of £636.25**; **5 year Long Term Agreement premium of £617.49**
- **BHIB Councils Insurance** — **1 year standard premium of £704.02**
  The insurance is arranged through Aviva — **3 year Long Term Agreement premium of £662.22**
- **Came and Company**
  Insurance arranged through Hiscox — **1 year standard premium of £825.62**
  Insurance arranged through Pen Underwriting Limited — **1 year standard premium of £877.93**

Councillors considered making a decision in light of the above.

Proposed by Councillor Gravell to accept the Zurich quotation of £617.49 under a 5 year Long Term Agreement. Seconded by Councillor Mrs Johnson and unanimously agreed.

Clerk

64.2 Sanction payments due & instruct cheque signatories. (details below).
Proposed by Councillor Withers, seconded by Councillor French and unanimously agreed.

Clerk

Item No.	Cheque No.	Payee	Description	Amount
64.2.1	3640	HMRC	PAYE	£137.80
64.2.2 64.2.3 64.2.4	3641 3642 3643	Payroll and Expenses		£645.71 £432.64 £78.40
64.2.5	3644	Mr M Summers	Gardening Work – August 2021	£120.00
64.2.6	3645	Chulmleigh Town Hall Committee	Hire of Hall for meeting	£12.00
64.2.7	3646	Insurance Company	Renewal premium due on 1/10/21	£617.49
64.2.8	3647	Mrs S Squire	Reimbursement of renewal of website domain name and hosting	£141.30
64.2.9	3648	Mr P Millman	Fencing work at Chulmleigh Primary School	£201.60
64.2.10	3649	Sam Percival	Revised & alternative design scheme for Red Lion Corner	£969.00

Invoices received after the publication of the Agenda.

64.2.11	3650	Nicholsons	Public toilet requisites	£39.90

64.2 Budgetary figures from April to June had been circulated to Councillors for noting.

64.3 2020/21 Audit. The items raised by the internal auditor will have been attended to or are in the process of receiving attention.
The Annual Governance and Accountability Return Part 3 has been submitted to external auditors P K F Littlejohn.

Clerk

64.4 EDF Energy. As a result of the latest meter reading being submitted by the Clerk, a refund of £22.63 has been made.
The payments of £9 per month will remain unchanged.

In connection with electricity payments, the Clerk asked permission to follow up an email received from Utility Aid who work with Local Authorities to explore the best deal, and she would like to do this to ensure that the Parish council's account with EDF provides value for money.
Permission was given for the Clerk to proceed.

Clerk

64.5 Letter of thanks from Chulmleigh Baby and Toddler Group for the donation of £100.00.

65. **Matters raised by Councillors / Clerk**
65.1 Clerk's Annual Leave. 25 September to 3 October 2021.

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

66. **Part II Confidential.**
Proposed by Councillor Withers that the meeting move into Part II Confidential. Seconded by Councillor Mrs Croft and unanimously agreed.

67. **Date of next Meeting: Wednesday, 6 October 2021 in Chulmleigh Town Hall at 7pm.**
Councillors preferred all future meetings to be in the upstairs room.

The meeting ended at 8.49pm.

Summary of Decisions:

- **Part I and Part II Confidential Minutes of the Parish Council Meeting held on 4 August 2021**
- **Expression of Interests forms to be submitted to North Devon Council to support the Parish Council's application for S106 funding in respect of a replacement play area at Davy Park and improvements to Red Lion Corner**
- **Planning**
- **Insurance. The renewal, with a 5 year Long Term Agreement to be placed with Zurich Insurance**
- **Payments**
- **The meeting to go into Part II Confidential**

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

Signed: Chair of Chulmleigh Parish Council:	Date: