CHULMLEIGH PARISH COUNCIL

Minutes of Chulmleigh Parish Council Meeting held on Wednesday, 5 February 2020 in the Town Hall at 7pm.

Chaired by: Councillor S Phillips	**Clerked by: Sue Squire**
Present: Councillors **S Cridland-Smith until after Minute No. 116.1 when Minute No. 119.4 was discussed** **Mrs S Croft** **P French** **P Gravell** **H Meadows** **Mrs D Phillips** **E Phillips** **S Phillips** **Mrs K Pincombe** **J Smith** **N Withers** **County Councillor R Edgell** **District Councillor K Davies** **Mr T Pullen, Chulmleigh Community College**	**Agenda: -** Public Session to include any School Council Report To approve apologies for absence Reports Code of Conduct To approve the Minutes of the Parish Council meeting held on 7 January 2020 Matters Arising from the Minutes Planning Matters Finance Matters Correspondence / Notices & Publications received Items raised by the Chairman Items for future Agendas Tabled items received following Agenda publication Items raised by Councillors Date of next meeting

		Action:
114.	**Public Session to include any School Council Report.** **114.1 Chulmleigh Community College.** Mr Pullen informed that school rankings were due to be published the following day. Chulmleigh Community College results showed that the College as one of the best schools in the South West, coming in the first three for English Baccalaureate in Devon. This will make the College more popular and the school is projected to grow in numbers. The College operate 4 buses to collect children who live out of the catchment area. The Parish Council's congratulations were conveyed for this excellent result. Chulmleigh Primary School had a new framework Ofsted inspection at the end of 2019. For many years, it had been graded as Outstanding but this year it went to Grade 3 (Requires Improvement) and the reasons for this were expanded on with other Outstanding schools being downgraded for the same reasons. The School made a complaint and was offered an unofficial inspection which was declined and external advisers are supporting the School in preparation for further inspections. The Community College is expected to have an Ofsted inspection in the next two years. Mr Pullen is looking to installing two rapid electric charging points in the School but the funding of £3,000 - £4,000 for installation is a problem. He has obtained support from local companies. Councillor S Phillips spoke about a radio programme where there are units that can charge a vehicle inn 15 – 20 minutes. In reply, Mr Pullen advised that there is not sufficient wattage at the College and he was looking at a unit that can cope with the manufacturers charging arrangements. **Q: District Councillor Davies asked if one charging point and charge every car.**	

	A: Most cars can be charged. **Q: Councillor French asked how many pupils can attend the School.** **A: 900 with the current floor space. The number is expected to rise to 750 in the next 18 months and because the Senior Leadership Team have strict views on class sizes the School will be employing two full time teachers to ensure that class sizes remain at 24.** **The School is potentially looking at another building to accommodate the predicted rise in pupils. Government help cannot be applied for because at present the School does not fit the criteria due to too much space under the guidance for funding.** **114.2 Increase in crime in Chulmleigh.** Email received regarding incidents and asking if the desirability of CCTV can be viewed in the context of the rising number of crimes/anti social incidents in the Parish. Councillor S Phillips advised that the crimes principally involved the theft of petrol, theft from a shed and drug dealing. He invited anyone to take on the CCTV project with costings being supplied to the Parish Council. Historically, the costings had been investigated and found to be too high at several thousand pounds per year. County Councillor Edgell spoke about the CCTV arrangements in Barnstaple and Ilfracombe and advised there was a facility for other CCTV in towns to be monitored from the same place. Councillor S Phillips acknowledged this advised that a certain amount per hour was charged depending on the time and day. Councillors Cridland-Smith and Mrs Pincombe volunteered to agree an approach and will advise the Parish Council of progress. **114.3 The ground under Kings Park.** Email received regarding a recent change in the undulation in the Park. The details were taken by District Councillor Davies who will pass the information to North Devon Council Parks Department. **114.4 Davy Park.** Email regarding various issues in the Park. Councillor S Phillips recalled that when there had been problems in 2019, a written letter of apology had been sent and he stressed it was important to log any incidents with the Police. Councillor S Phillips advised that the Parish Council's street cleaner had been told to sweep the entrance of Davy Park and remove litter. There had been positive feedback regarding the improvements carried out. There was a discussion about the two huts / shelters in the Park, one of which had suffered graffiti in addition to the electric sub station. Councillor S Phillips had requested that the Air Force cadets address the graffiti issue. The meeting was advised that other areas in the town had been targeted with graffiti. The email also mentioned dogs leavings and a planter sited on a pavement to prevent vehicles from driving on it. **114.5 Chulmleigh Playing Field.** Email regarding water drainage on the path to the dog exercise area. Councillor Meadows advised this had been addressed directly with the resident.	SCS / KP March Agenda KD Clerk to reply to parishioner KP to put this advice on Facebook Clerk to reply advising the Parish Council is looking into the problems
115.	**To approve Apologies for Absence.** None.	
116.	**The following Reports were received:** **116.1 County Councillor R Edgell.** • A funding application for electric vehicle charging points in the Playing Field for £1,000 had been received • DCC is setting the budget. There are government restrictions on the increase of Council Tax limited to 2%. The proposal is to increase by 1.99%. More funding needs to be put into social care which is	

considerably underfunded and the expectation is that the numbers of people requiring care will increase.

- Highways. Councillor Edgell will support the recent road safety report and asked to be kept informed of progress.

116.2 District Councillor K Davies.

- The letter from the Parish Council making representations regarding the proposed withdrawal of the Parish Grant was acknowledgement.
- An email had been sent to the Chairman and Clerk regarding allotments. Councillor S Phillips advised that more information would be available on an alternative site and would be further discussed at the March Parish Council meeting.
- Details of the trough outside a private dwelling on the pavement would be passed to County Councillor Edgell.
- An exhibition featuring the work of James Ravilious is on display from 1 February to 30 May in the Museum of Barnstaple.

116.3 Playing Field – Councillor H Meadows.

May I briefly explain the relationship between the Parish Council and the Playing Fields. The land on which the Pavilion and other buildings stand was purchased by the Parish Council some 30 years ago. Under the terms of the Trust Deed prepared at the time the Parish Council and therefore all Parish Councillors are the custodian trustees. A registered charity was set up to operate the facilities and a committee, formed from the user groups, is nominated and appointed annually. That's why all Councillors declared an interest in the Playing Fields because it is a community asset owned by the Parish Council. In the same way Davy Park is.

My personal position is slightly different because as the Secretary and Treasurer of the Playing Fields I have responsibility for the day to day running of the facilities and its finances and are accountable to the other officers, management Committee and ultimately the Parish Council. As the Playing Fields have been awarded S106 funding and have made further applications in relation to the car park and new building program I think it is appropriate that I stand down from the S106 sub-committee to ensure there can be no question of influencing S106 recommendations made to Councillors in favour of Playing Fields. As you know I do not vote on Playing Field matters for that very reason.

Dog Walk. The entrance walkway to the dog exercise area was recently closed because it was waterlogged. An alternative route was marked out so the exercise area could remain open. The entrance walkway will be made good with scalping when the weather permits.

Adventure Play Area. The opening date is 14th March. Weather permitting.

New Build. The new build project will be progressed when it is known if an allocation of S106 funds could be made available to kick start the funding. This can be considered when the other community projects, highlighted at the last Parish Council meeting, have been costed and submitted to the S106 sub- committee.

Car Park. The cost to tarmac the car park was estimated last August at £35,000. 50% has been raised by the Playing Fields from a Post Code Lottery grant (thanks to Ian Jury. The money has been received and the grant has a 3-month window for implementation. A detailed S106 application has been submitted requesting £17,500. Yesterday the contractor advised there has been a materials price rise of £950 so the S106 request will be revised to £18,500.

The Playing Fields Chairman has sent two letters to the parish council dated 31st October and 24th January asking Councillors to give their support to this project.

Our County Councillor Richard Edgell and District Councillor Kevin Davies have both kindly agreed to support this project.

As Richard Edgell has said a bid written by Ian Jury on behalf of the Playing Fields has been submitted for £1,000 from Councillor Edgell's locality budget towards the cost of installing two electric vehicle charging points in the car park. The first in our parish and the only one within a 10-mile radius. For information the Playing Fields has in the region of 20,000 car movements a year.

May the Playing Fields please request that the expression of interest and supporting documentation for the car park is considered by the S106 sub committee and a recommendation circulated to Councillors for discussion at the next Parish Council meeting. Then it is sent to NDC to consider as soon as possible.

116.4 Highlights Projects – Councillor P Gravell advised that the initiative is to be re-energised with meetings at Café Church on Wednesdays for a better opportunity to integrate with the community.

116.5 Communications via Facebook – Councillors Mrs Pincombe and Phillips.

Clerk to circulate allotment map from KD

KD to send to RE

	• The page does not accept documents as readily as hoped and the details are being put in the menu section • Councillor Mrs Phillips will compile the wording for people to be directed to report minor crime • An event that the Devon and Somerset Fire and Rescue Service attended had been included • At this early stage, under 50 people were looking at the page and the next stage would be to include other links to Chulmleigh • Councillor Withers was willing to be the Administrator and would provide two black and white pictures of Chulmleigh • Wessex Community Assets details to be included and Optime, the newsletter from Chulmleigh Community College	DP
	116.5 Sustainable Chulmleigh / Climate Emergency. Councillor Withers reported there had been a meeting on 29 January, attended by over 50 people representing a cross section of the community. The talk was well received with a meaningful question and answer session. Councillor Withers will send the Clerk 2 pdf files of low carbon lifestyles.	NW DP / NW
	The next event is a Devon County Council Big Fix initiative on 15 February with a Repair Café in the Town Hall from 1 – 4pm where people can bring items in for repair.	
	Councillor Meadows advised there is an event in the Pavilion Meeting room on 17 February from 12 noon to 8pm giving details of green renewable options, similar to the company who gave the presentation on 29 January.	NW
	116.6 Syrian Refugee Family – Councillor Withers. A written report had been circulated to Councillors ahead of the meeting.	
	The Group would like the Parish Council to give moral support. To be further discussed at the March meeting.	
	116.7 Mrs Squire, Parish Clerk gave details of a home visit by the Head of DCC Public Rights of Way. Chulmleigh Parish Council is a Member of the P3 Parish Paths Partnership but does not, at present, have a local Footpath Warden. The Public Rights of Way Officer would like to give a short presentation to the Council about the Parish Paths Partnership and what is involved and the Clerk suggested that she attended either the March or April meeting with a view to appointing a Footpath Warden, which does not have to be a Parish Councillor, at the Annual Parish Council Meeting (AGM) in May.	March Agenda Clerk to invite the DCC officer to attend ahead of the March Parish Council meeting at 6.30pm.
	Subsequently, Councillor Withers who had noticed the details on the Agenda advised he was willing to put himself forward as the P3 Footpath Warden, having previously been a DCC Public Rights of Way contractor responsible for Chulmleigh in addition to other Parishes in Devon. The appointment of Councillor Withers as the P3 Warden to be an item on the March Agenda.	
	116.8 Mrs S Squire, CiLCA Qualification. A written Report had been circulated to Councillors ahead of the meeting. Councillors were supportive of the Clerk's interest in this to gain more knowledge which would be an asset to the Council.	March Agenda
117.	**Code of Conduct.** **117.1 To consider any Councillor Dispensation requests.** None.	
	117.2 Declarations of Interest not already declared in the Members' Register of Interests (Members should leave for any item under discussion where they have a Prejudicial Interest without Dispensation). **Councillors Meadows and Mrs Pincombe declared a Personal Interest in Minute No. 121.2.8, Finance. Payment to John How Carpets.**	

	Councillors Mrs D Phillips and E Phillips declared a Personal Interest in Minute No. 120.1, Planning Application 71071 & 71072. **Councillor Mrs Pincombe declared a Personal Interest in Minute No. 120.1, Planning Application 70820.** **District Councillor Davies declared a Prejudicial Interest in Minute No. 120.1, Planning Application 71003.** **117.3 Dispensation for all Councillors by virtue of office as Trustees of Chulmleigh Pavilion.** The Dispensation will be issued when all Councillors have submitted a request.	
118.	**To approve the Minutes of the Parish Council Meeting held on 7 January 2020.** **Approved and signed as a correct record. Proposed by Councillor Mrs Pincombe, seconded by Councillor Gravell . Unanimously agreed.** District Councillor Davies pointed out some details which were noted.	
119.	**Matters Arising from the Minutes:**	
119.1	**Parishioner who had suffered a fall at the entrance to Davy Park.** It was noted that a response had been sent.	
119.2	**Tree at Pyne Meadow Cross.** The Clerk with the agreement of the Chairman, has reported the issue to North Devon Council Enforcement Department. When this information is known, a reply will be sent to the parishioner who reported that a limb from the tree had been cut. Comments by Councillor French were noted that they were not the Parish Council's area of responsibility.	
119.3	**Damage to property in Leigh Road and other safety issues.** It was noted that the Clerk had reminded Stagecoach that a reply is awaited.	
119.4	**Road Safety.** ***This item was taken after Minute No. 116.1.*** A Report had been circulated including a map created by District Councillor Davies who was invited to Chulmleigh Community College to report back his findings due to the projected increase in pupil numbers, so that this item can gain momentum District Councillor Davies had itemised Mr N Flowers' Report and certain identified items had been highlighted. Councillors Davies and Cridland-Smith require Parish Council approval to visit the College and ascertain what support can be given by DCC with assistance from County Councillor Edgell. There was also mention of a survey in the town centre. Councillors did not have any objections. Councillor S Phillips also wished to be involved. Councillor Mrs Phillips suggested that South Molton Street was one way. District Councillor Davies said had been put forward previously and had been recorded.	KD / SCC / SP
119.5	**Tree Planting at Kings Park.** It was noted that the Clerk was in the process of carrying out a Land Registry search regarding ownership. Councillor Meadows advised that he, District Councillor Davies and Councillor Withers had met to discuss tree planting. Councillor Davies is re-drawing a slightly revised scheme which will be circulated for consideration at the March meeting with a proposal. Councillor Mrs Phillips suggested planting mazzard trees.	KD March Agenda
119.6	**Potholes in Langley Lane.** It was noted the potholes had been reported again to Highways for attention.	
119.7	**Trade Waste from bin at Davy Park.** It was noted that North Devon Council had been given the Chairman's mobile number to make contact and arrange to meet for the bins to be removed.	
119.8	**Replacement of Defibrillator.** It was note that this had been delivered. The box for the new defibrillator is to be sited lower down on the wall. The old machine will be taken away when the new defibrillator is fixed when training will then be arranged. When fixed, Councillor Mrs Pincombe will check the defibrillator and the Clerk will send the monthly report to	

	South West Ambulance Trust. **Proposed by Councillor Mrs Pincombe that Denby Smith is asked to install the electricity. Seconded by Councillor Mrs Croft. Unanimously agreed.** Councillor Meadows informed there were no plans to put junior pads in the Pavilion defibrillator.	KP to contact Denby Smith
119.9	**Davy Park Play Area.** - It was noted that the Wicksteed Leisure Inspection Report had been forwarded to Councillors French and Smith. - A further inspection was done on 16 January 2020 and the Report forwarded. Councillor Meadows questioned whether the Parish Council should be relying on the professional advice of Wicksteed Leisure, noting that the Minutes had recorded that Councillors should check the equipment. Councillor S Phillips clarified that this was so that Councillors could see what Wicksteed Leisure is reporting on. Councillors French and Smith had inspected the equipment and noted that the ground fixing on the ladder to the monkey play unit required attention. Wicksteed Leisure's Report stated they as a firm could not carry out this work. Councillor Smith was willing to do the work and wet pore would be required to make the ground surface good. There was also an area by the seesaw that required wet pour. When the item had been repaired, the Parish Council would need to pay Wicksteed Leisure to inspect it. Councillors agreed with this. It was noted that a quotation had been received for repairing the wall. Councillor S Phillips is having a site meeting with the contractor.	Clerk to send Inspection Report to all Cllrs in future JS to advise when he has done the work March Agenda
119.10	**Weeds in the street.** The Clerk asked that this matter was deferred pending advice from the insurance company's reply. Councillor S Phillips and Withers to calculate the distance involved for a quotation to be obtained.	SP / JW March Agenda
119.11	**Compostable Bags for dog waste.** Councillor Mrs Pincombe advised that she would fixed bottles with bags and a note in at various locations in the town. The South Molton Street bin was still over flowing. The Clerk to request £700 from County Councillor Edgell's Locality grant allocation to purchase more dog bins.	KP Clerk to report Clerk
119.12	**Office of the Police and Crime Commissioner.** Mr M Harrison given a comprehensive talk ahead of this meeting.	
120.	**The following Planning Matters were considered: -** **120.1 Planning List.**	Clerk

Planning Application Ref:	Type	Applicant	Description
70820	**Full application**	**Mr and Mrs R Barnard**	**Raising of roof and conversion of detached outbuilding / store to form ancillary living accommodation at Trostan, East Street, Chulmleigh.** **Councillor Mrs Pincombe declared a personal interest and did not vote** **Councillor Mrs Croft proposed to recommend approval. Seconded by Councillor French. Agreed.**
71003	**Full application**	**Carolyn Walker & Paul Harvey**	**Erection of detached building to provide ancillary living accommodation at Leigh Lodge, Leigh Road, Chulmleigh.** **District Councillor Davies left the meeting while this Application was considered.** **To approve. No proposal.** **To refuse on the grounds of access to Leigh Road for entry and exit. Proposed by Councillor Mrs Phillips, seconded by Councillor Gravell and agreed.** **There were two abstentions.**

71087	**Prior Approval**	**Mr & Mrs Tonkins**	**Change of use of agricultural buildings to dwelling house (Class Q) at East Garland, Kings Nympton.** **a) No concerns** **b) No concerns** **c) No concerns** **d) No concerns** **e) No concerns** **f) No concerns**

120.2 Planning Applications received after the publication of the Agenda.

71071 / 71072	**Listed Building and Standard Application**	**Mr T Corkery**	**Consent for single storey rear extension together with replacement roof over conservatory & store at Hill View, Fore Street Hill, Chulmleigh.** **Councillor French declared a Personal Interest.** **Councillor Smith proposed to recommend approval.** **Seconded by Councillor Withers. Agreed.** **There were three abstentions.**

120.3 Planning Correspondence. North Devon Council Enforcement Department had acknowledged the report regarding the tree at Pyne Meadow Cross. A file had been opened and an investigation commenced.

121. **The following Finance matters were considered:**

121.1 Sanction payments due & instruct cheque signatories. (details below). Clerk
Proposed by Councillor Mrs Phillips, seconded by Councillor Gravell and agreed.
Councillor Meadows and KP declared a Personal Interest in Minute No. 121.2.8 and did not vote.

Item No.	Cheque No.	Payee	Description	Amount
121.2.1	3403	Chulmleigh Town Hall	Hire of Hall	£12.00
121.2.2	3404	HMRC	PAYE	£114.00
121.2.3 121.2.4 121.2.5	3405 3406 3407	Payroll		£473.35 £432.64 £78.40
121.2.6	3408	Mr M Baker	Quarter 4 of ground maintenance 2019/20	£522.50
121.2.7	3409	Wicksteed Leisure	Quarterly inspection fee of Davy Park play equipment	£54.00
121.2.8	3410	John How Carpets	Balance for work completed in the Pavilion	£618.00
121.2.9	3411	Kompan	Final payment for adventure play area Subject to project handover.	£3,150.35
121.2.10	3412	Georgeham Parish Council	Contribution to Clerk's first session of CiLCA training and petrol	£20.00
121.2.11	3413	Mr M Summers	Gardening Services Details of the work to be obtained and a meeting held pending the cheque being authorised.	£907.50

121.2 Quarterly Figures. Third quarter figures were available. To discuss at the March meeting. March Agenda

121.3 2020/221 Parish Grant. Councillors and the Clerk had made representations to District Councillor Davies regarding the proposal to withdraw this, and the significant implications it will have on the Parish Council. The letter from the Parish Council had been acknowledged by District Councillor Davies in his Report.

121.4 Information Commissioner's Office. It was noted that Data Protection had been renewed and an up to date Certificate received with confirmation of payment.

121.5 Irwell Insurance Policy renewal notification from Peninsula. The Policy underpins the main contract

	with Peninsula where the annual premium is £53.49.	
122.	**Correspondence / Notices & Publications Received.** **122.1 District Counillors Pearson and Leaver.** Email regarding Climate Action Week previously circulated to Councillors.	
123.	**Items raised by the Chairman.** None.	
124.	**124.1 Items for future Agendas.** Those identified from these Minutes. **124.2 Tabled items received following Agenda publication.** Covered within this meeting. **124.3 Items raised by Councillors / Clerk.** **124.3.1 Councillor Mrs D Phillips.** Blue Plaque to commemorate James Ravilious to be unveiled on 30 April 2020 at approximately 3pm followed by tea in the town Hall. The main cost was being borne by the Devon History Society. **124.3.2 Councillor Withers** advised there had been fly tipping in the area and asked Councillors to be vigilant.	
125.	**Date of next Meeting: Wednesday, 4 March 2020 in the Town Hall at 7pm.** The meeting ended at 9.54pm.	

Summary of Decisions:

- **Minutes of 7 January 2020**
- **Councillor Mrs Pincombe to ask Denby Smith to provide electricity for the new defibrillator at Pincombes Garage**
- **Planning**
- **Payments**

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

Signed: Chair of Chulmleigh Parish Council:	Date: