CHULMLEIGH PARISH COUNCIL

Minutes of Chulmleigh Parish Council Meeting held on Monday, 12 February 2018 in the Town Hall at 7pm.

Chaired by: Councillor S Phillips	**Clerked by: Sue Squire**
Present: Councillors **Mrs S Croft (District)** **Dr J Cross** **H Meadows** **S Moyse** **Mrs D Phillips** **E Phillips** **S Phillips** **N Scott** **1 Member of the Public**	**Agenda: -** Public Session to include any School Council Report To approve apologies for absence To receive Reports Code of Conduct Approval of the Minutes of the meeting held on 3/1/18 Matters Arising from the Minutes Planning Finance Correspondence / Notices & Publications received Items raised by the Chairman Items for report and future Agendas

		Action:
102.	**Public Session to include any School Council Report.** Mr C Burls presented the artwork for the History Society Town Guide. The size is likely to be 50% bigger than the sample shown within an oak frame. Precise dimensions to be provided. The Chulmleigh Walks leaflet will be available in local shops. The Clerk and Mr Burls to check the position regarding insurance cover in the sum of £1,500.	Clerk Mr Burls
103.	**To approve Apologies for Absence.** Councillors Gravell, Jury and Mrs Pincombe, County Councillor R Edgell.	
104.	**To receive the following Reports:** **104.1 Police.** No report received. **104.2 County Councillor R Edgell.** Apologies sent. **104.3 District Councillor Mrs S Croft** advised that plastic waste generated in North Devon will continued to be processed in this country, not sent to China. Construction of a new incinerator unit has started at Roundswell which will mean that less non-recycled rubbish will be pushed in landfill. The new Council Tax rate is yet to be approved. **104.4 Environment Committee.** **Tree in far right hand corner of Davy Park.** Councillor Dr Cross had obtained three quotations, ranging from £350 + VAT (Noon); £250 (Skyline), no VAT and another contractor £320, no VAT. Contractors had £5 million Public Liability Insurance cover in place. **Councillor S Phillips proposed that the work was awarded to Skyline at a cost of £250 with no VAT. Seconded by Councillor Moyse. Unanimously agreed.** **Grounds Maintenance Work Schedule** has been forwarded to Councillor Dr Cross who will make recommendations. **Footpath Booklet.** Councillor Dr Cross advised that the finished draft was not yet available and would be circulated before the March meeting. The booklet would include 6 walks with maps	JC to advise contractors JC to circulate a synopsis. JC

	Allotments – removal of earth around the hut; holly branch scraping the hut roof; letter to allotment holders; letter to allotment holders; cutting of ivy on the Parish Council's side of the allotment wall; householders names backing on to the long wall. All these items had been or were in the process of being attended done. When the Parish Council does the work on the allotment side, householders will do their side. The ivy roots are to be cut and the situation would be looked at. Councillor Dr Cross suggested that the ivy on the Davy Park tree also needed to be cut back and she would do this. Councillor Moyse expressed an interest for top soil which he would pay for and collect. Review of allotment charges to be discussed at the March meeting. **104.5 Parish Clerk.** The new metal toilet roll holder has been ordered with a supply of toilet rolls, due to be delivered on 29/1/18 and fixed by Mr M Hiscock. Item 109.1 refers. Councillor Mrs Croft agreed to be the key holder for the second key.	JC SM March Agenda
105.	**Code of Conduct.** **105.1 To consider any Councillor Dispensation requests.** Councillors had submitted a request for a Dispensation regarding the Chulmleigh Pavilion and the Clerk would provide the necessary letter granting the Dispensation. **105.2 Declarations of Interest not already declared in the Members' Register of Interests.** None.	
106.	**To approve the Minutes of the Meeting held on 3 January 2018.** **Approved and signed as a correct record. Proposed by Councillor Moyse, seconded by Councillor E Phillips. Agreed.**	
107.	**Matters Arising from the Minutes:**	
107.1	**Reporting of Potholes.** The Clerk had advised how to report this online via the DCC webpages.	
107.2	**Molland Cross.** Devon Highways had been advised of the parishioner's representations.	
107.3	**Community Priorities.** Councillor Meadows advised that approximately 100 surveys had been returned. These would be summarised and details circulated ahead of the March meeting, Councillor Moyse had received an email from Mr P French with the suggestion of reducing the impact of the new development at Ladywell Meadows This was considered to be too late as a submission. Councillor S Phillips had received a phone call from someone outside the area who had expressed an interest in completing the survey which would be done by the deadline date. Councillor S Phillips thanked all who had helped deliver the surveys, particularly Councillor Gravell.	
107.4	**Academic Lane.** It was noted that the resident who made the original representations had been advised of DCC's reply.	
107.5	**Davy Park.** Wicksteed Leisure Inspector had inspected the items on 9/1/18. The Report to be discussed at the March meeting. It was noted that as a result of a Locality Grant Application in respect the play area from County Councillor R Edgell's allocation, the sum of £1,600 had been awarded. Work was due to start on the cob wall the week commencing 5/2/18. The contractor to be advised that the quoted amount is what the Parish Council was expecting to pay. Councillor Meadows would oversee the work and ensure that a lid was fixed to the well which is to be used for	Clerk to send letter of thanks. HM

	the water supply. TK Play had fixed new swings in the play area. The frame was wider than the previous set and nearer to the wall. The surface had been filled with a material called Teko, similar to wet pore. Hard edging is not required for this area. A member of the public had noted the swing poles were square and not round as previously. An enquiry to be made about the rubber gate stop which was not in place, having been advised that this would be fixed for free as would repairs to the wet pore. Councillors were advised about an accident involving a child breaking its arm previously, of which it was not aware. The position to be checked regarding a disclaimer and whether the bridge walk with chains down the side, 5' off the ground, should have a warning sign.	Clerk Clerk
107.6	**Local Government Boundary Commission for England. North Devon Council Warding Review.** Councillor Mrs Croft advised that the Wards of Braunton and Witheridge would have an alteration. Councillors decided not to make representations to the Boundary Commission.	
107.7	**Parish Council Website.** Councillors have been provided with suggestions made. Councillors to look at the Winkleigh Parish Council website and advise the Clerk of their thoughts. To be an item on the March Agenda as to whether or not to proceed.	Clerk
107.8	**Vehicle impact involving the stones around the Village Pump.** The expected two quotations were still awaited and reminders had been sent.	Clerk to liaise with HM
107.9	**Ladywell Meadows – unpleasant aroma.** It was noted that representations had been made to North Devon Council Planning Department and Enforcement Department.	
107.10	**Red Lion Corner.** Councillor S Phillips advised that the plan for a bus shelter was still being worked on.	
107.11	**Proposed Post Box.** It was noted that this had been fixed.	
107.12	**White Lines at the Kings Park T junction with Royal Charter Park.** A reply from Devon Highways have advised that the request for white lines could not be met.	
108.	**Planning Matters:** **108.1 Planning Applications.** None received before the Agenda was prepared. **108.2 Planning Applications received after the publication of the Agenda.**	Clerk

Planning Application Ref:	Type	Applicant	Description
64451	Application	Mrs L Burbidge	Formation of manege (sand school for exercising & training horses) – Higher Bealy Court Farm, Chulmleigh Proposed by Councillor Mrs D Phillips, seconded by Councillor Scott to recommend approval. Unanimously agreed.
64458	Application	Mr B Down	Erection of roof to cover concrete yard – Spittle Farm, Chulmleigh Proposed by Councillor Mrs D Phillips, seconded by Councillor Scott to recommend approval. Unanimously agreed.
64489	Application	Mr J Crocombe	Erection of agricultural building – Parsonage Farm, Chulmleigh Proposed by Councillor Mrs D Phillips, seconded by Councillor Scott to recommend approval. Unanimously agreed.

108.3 ND Council Planning Decisions. The following was noted.

Planning Application Ref:	Type	Decision	Description
63910	Outline Application	Refusal	Erection of one dwelling with some matters reserved at Chulmleigh Hill, Chulmleigh.
64162	Outline Application	Refusal	Erection of one dwelling with all matters reserved except access at land adjacent to Rockway, New Street, Chulmleigh.

108.4 Planning Correspondence.

108.4.1 Approval for Application 64098 – Variation of Conditions 2 (approved plans), 3 (disposal of surface water), 5 (hedge bank) & 6 (building materials) attached to Planning Permission 60932 (erection of a two storey bungalow with access to Back Lane) to allow amended design, layout & materials at garden of 19 Four Ways Drive, Chulmleigh – it was noted it has been pointed out to the planning officer that it is a one storey bungalow, as confirmed by her when it was originally queried by the Parish Council.

109. **Finance matters:**

109.1 Sanction payments due & instruct cheque signatories. Proposed by Councillor Moyse, seconded by Councillor Dr Cross and unanimously agreed.

Clerk

Item No.	Cheque No.	Payee	Description	Amount
109.1.1	3145	Mr M Martin	Groundworks (January 2018 Invoice)	£75.63
109.1.2	3146	Mr K Brady	Various Works – Invoice not received	£-
109.1.3	3147	HMRC	PAYE	£31.40
109.1.4 109.1.5 109.1.6	3148 3149 3150	Payroll	Redacted under DPA	£520.68 £432.64 £225.00
109.1.5	3151	Chulmleigh Town Hall Committee	Hire of room for meeting on 3/1/18 & 24/1/18	£24.00
109.1.6	3152	Diane Malley	Quarterly Payroll Charge	£25.50
109.1.7	3153	ASAP Plumbing	Emergency attendance to unblock public toilet	£79.50
109.1.8	3154	Plansdscape	October 2017 Invoice	£102.70
109.1.9	3155	Mr M Hiscock	Fixing metal toilet roll holder in the public toilet- Invoice not received	£-
109.1.10	3156	Wicksteed Leisure	Quarterly Inspection Fee	£54.00
109.1.11	3157	Nicholsons	Metal toilet roll holder and supply of toilet rolls to fit	£59.00
109.1.12	3158	T K Play	Supply and installation of swing, also remove old swing frame and foundation, cut existing surfacing and extend base by 150mm in Teko to comply with standards	£3580.80

109.2 CPRE. Councillors considered the invitation to the Parish Council to join the organisation at an annual subscription fee of £36.00 and decided not to proceed.

109.3 Information Commissioner's Office. It was noted that the Data Protection Registration had been renewed at a renewal cost of £35.00.

Councillors were aware of new rules being introduced for Data Protection in May 2018.
The Clerk was booked on a course being organised by the Devon Association of Local Councils in April and would wait for her report before discussing further.

110. **Correspondence / Notices & Publications Received.** Notices were put on the table and available to read.

Clerk

From:	Details:

	North Devon Council — New street name consultation off of Leigh Road, Chulmleigh. The proposed name is 1 – 64 Great View, Chulmleigh. To reply that the name should be 1 – 95 Ladywell Meadows.	
111.	**Items raised by the Chairman.** **111.1 Bridge at the bottom of Rock Hill.** A reminder to be sent to County Councillor Edgell for an update. **111.2 Mr L Trenaman.** One week's holiday request starting on 19/2/18. This was approved.	Clerk
112.	**112.1 Items for report future Agendas.** None. **112.2 To consider tabled items received following Agenda publication.** None. **112.3 To receive items brought through the Chairman.** **112.3.1 Road Wall at Davy Park.** Councillors were invited to walk the area and give their comments. Councillor S Phillips is working on various grant funding applications. The cost was likely to be in the region of £5,000 - £16,000. **112.3.2 Red Lion Corner.** Various pieces of street furniture at the site were being considered for their future location. **112.3.3 Bramble Patch.** No further information was known. **112.2.4 Councillor Meadows.** As Secretary of the Playing Field, funds were required for a pre-planning project consultation through a TAP (Town and Parish) application where the deadline was 28/2/18. **Proposed by Councillor Moyse, seconded by Councillor Scott and agreed, with Councillor Meadows abstaining from voting, to progress this on the basis that the funds could be of assistance to the Playing Field Committee in assisting their application, bearing in mind that the Section 106 projects had already been put forward.** Councillor Jury would attend to this. **112.3.5 Councillor Moyse** advised there would be a defibrillator refresher course on 28/2/18 for approved personnel to be up to date.	Cllrs Burrington and Kings Nympton Parish Councils to be asked for a letter of support
113.	**Date of next Meeting: Wednesday, 7 March 2018 in the Town Hall at 7pm.** The Meeting ended at 9.19pm.	

Summary of Decisions:

- **Award of contract to tree surgeon in respect of tree in Davy Park**
- **Minutes of 3 January 2018**
- **Planning**
- **Payments**
- **TAP application for pre-planning project consultation**

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

Signed: Chair of Chulmleigh Parish Council:	Date: