

CHARDSTOCK PARISH COUNCIL

DRAFT - Yet to be approved

Minutes of the Council Meeting held at the Chardstock Community Hall on Wednesday 12th February 2020 – 7.30pm

Present: Cllrs Wilson (Chair), Greer (Vice-Chair) Cockburn, Conroy, Hughes and Spearing

In Attendance: Paul Hayward (Clerk and representing EDDC as Ward member),
4 members of the public.

**FIRE PRECAUTIONS/EXITS WERE HIGHLIGHTED BY CHAIR AS WERE THE REGULATIONS
RELATING TO THE AUDIO RECORDING OF PUBLIC MEETINGS UNDER THE OPENNESS OF
LOCAL GOVERNMENT BODIES REGULATIONS 2014.**

	<p>Public Forum:</p> <p>i) Reports from Police / Honorary Representatives. January crime figures provided to Clerk by Rural Beat Officer and circulated. Mr. Davis (Hon. Tree Warden) was unable to attend but had sent a brief report which Clerk read out in his absence. No reports available from Parish Naturalist.</p> <p>ii) Reports from County and District Councillors. a) County Cllr Iain Chubb was unable to attend; no report provided. b) District Councillor Paul Hayward had circulated January's report before the meeting; this being available via Council's website. No questions from members of Council.</p> <p>iii) Presentations to Council by previous grant recipients. Presentations received by representatives of Chardstock Park Trust, Chardstock Gardening Club and Chardstock Carpet Bowls Club. Written report had been provided previously by Friends of St. Andrew's Church. Axe Valley Ring and Ride group had offered their apologies as unable to attend meeting due to conflicting engagement. Chair thanked all representatives for attending.</p> <p>iv) Public Forum. Representation regarding pending planning application on land adjacent to Sunnyside, Birchill. Chair suggested that, because of the nature of the enquiry, the speaker may wish to seek independent legal advice on the subject. Chair closed Public Forum session accordingly. <i>4 members of the public left the meeting at this point.</i></p>
20/014	<p>Apologies for absence: None received, all members of Council present. Apologies received from Hon. Tree Warden. Noted.</p>
20/015	<p>Declarations of interest under the Code of Conduct: Chair declared an interest as a Trustee for the Chardstock Community Hall Trust in relation to item 20/019b) on the agenda. Noted.</p>
20/016	<p>To consider and, if thought fit, approve minutes of the Ordinary Meeting of Chardstock Parish Council held on 8th January 2020: <i>It was proposed by Cllr Spearing, seconded by Cllr Hughes, that these minutes be approved as a true and accurate record of that meeting. Resolved unanimously.</i> Chair signed the minutes accordingly. Matters arising from these minutes: <i>None</i></p>

20/017	<p>To consider minutes of the Planning Committee Meeting of Chardstock Parish Council held on 28th January 2020 and review recommendations:</p> <p>Minutes reviewed and noted.</p> <p>Matters arising from these minutes: <i>None</i></p>
20/018	<p>Chair's Announcements: None.</p>
	<p>Business to be considered:</p>
20/019a)	<p>a) To consider proposal to declare a parish Climate Change Emergency:</p> <p>The draft Declaration (as suggested by Devon County Council) had been circulated to members beforehand. Members agreed with wording and therefore, Chair proposed, seconded by Cllr Spearing, that Chardstock Parish Council would sign the declaration and declare a Parish Climate Change Emergency. Resolved unanimously. Chair and Clerk signed the Declaration on behalf of the Parish Council.</p> <p>Clerk: Please publicise Declaration and publish to website.</p>
20/019b)	<p>b) To receive update on Community Hall improvement project:</p> <p>Clerk updated Council as to progress in various matters relating to this project.</p> <p>i) Hall Trustees has met with Council and had agreed to proceed with Contractor E subject to receipt of some additional information. Clerk: Please obtain.</p> <p>It was therefore proposed by Chair, seconded by Vice-Chair, that Council enter into agreement with Contractor E to provide phase 3 of the Energy Efficiency scheme at the price agreed ie. £18060 plus VAT, the funding for this to come from existing reserves and the Lottery Grant recently received. Resolved unanimously.</p> <p>ii) Council reconsidered proposals for heating of ancillary rooms at the community hall in light of further discussions with the Hall Trustees. As they were unable at this time to make any decision in that regard, the matter was deferred for further consideration at a later date.</p>
20/019c)	<p>c) To consider administrative and financial implications of forthcoming website accessibility regulations (due for implementation September 2020):</p> <p>Clerk provided a further report to Council following on from the recent web training session and confirmed that he was going to publish the Accessibility and Accessibility Documents Statements onto the website shortly.</p> <p>Clerk was also asked to contact a new Internet Host to enquire as to whether Council could save some money, and gain some service improvements, by switching to another provider.</p> <p>Clerk: Please note and action accordingly. Please report back to Councillors when information obtained.</p>
20/019d)	<p>d) To consider arrangements to provide improved hardstanding and access at the Cricket Club entrance for the community night landing site:</p> <p>Clerk gave a project report after further discussions with cricket club and DAAT (grant provider). After further discussion, it was proposed that Council would, in principle, meet the costs of the hardstanding project from its reserves to enable completion prior to the start of the new cricket season in order to provide a better community facility for the parish in case of emergency need.</p> <p>Proposed by Vice-Chair, seconded by Cllr Spearing. Resolved unanimously.</p> <p>Clerk: Please liaise with Cricket Club and DAAT to move project forward.</p>

20/019e)	<p>e) To consider format, and content, of Chair's Budget and Precept statement for March publication, on website, Social Media and in Newsletter:</p> <p>Chair asked Clerk to prepare a draft for perusal and publication as per previous format/content.</p> <p>Clerk: Please note and prepare accordingly.</p>
20/019f)	<p>f) To consider article for submission to March edition of Chardstock parish newsletter:</p> <p>Topics agreed for publication: Annual Parish Meeting / Climate Awareness Event 29/04/2020 Parish Green Skips – Easter Weekend 10th – 13th April. Progress and decision on Solar Panels and Battery project.</p> <p>Chair: Please submit relevant article to Editor by publication deadline.</p>
20/019g)	<p>g) To consider Council's attendance at Devon Police Advocate Event 28th February 2020 – All Saints Village Hall:</p> <p>Councillors updated. Vice-Chair said she would attend on Council's behalf if work commitments permitted.</p>
20/019h)	<p>h) To consider Council's Safeguarding the Future Initiative:</p> <p>Councillors agreed to discuss offline and arrange a date and time for another STFI working party meeting in light of recent progress with projects and financial exposure to these.</p> <p>Chair: Please liaise with other members to arrange.</p>
20/019i)	<p>i) To consider Council's Emergency Plan Policy:</p> <p>Clerk was asked to circulate a copy of the DCC "template" for Emergency Plans to all members for their perusal and review. The matter to be discussed again in April.</p> <p>Clerk: Please note and action accordingly.</p>
20/020	<p>a) To consider planning applications received: 20/0170/FUL Hollytree, Chardstock was considered by Councillors. It was proposed by Cllr Spearing, seconded by Cllr Cockburn, that Council supported this application subject to the inclusion of a condition to make use of annexe ancillary to main dwelling and to prohibit subsequent holiday letting. Resolved 4/2/0. Clerk: Please submit comment accordingly to EDDC Household Team by deadline.</p> <p>b) To consider determinations/decisions advised: As per agenda published.</p> <p>c) To consider Tree (planning) matters: None advised.</p> <p>d) To consider Planning Appeals lodged / determined: None advised</p> <p>e) To consider Planning Correspondence: None received</p> <p>f) To consider whether Council wishes to make a formal representation to the EDDC SPD Draft Affordable Housing consultation: No comment was felt necessary by Council. Contents of draft report noted.</p>

20/021	<p>Financial Matters (RFO to present):</p> <p>a) To receive, and review, financial information up to end February 2020: Financial information for February 2020 had been previously circulated to members for review and also published to website. Noted. No questions from Councillors.</p> <p>b) To consider, and if thought fit, approve payments for February 2020: Payments proposed: £588.46 as per schedule circulated beforehand. Proposed by Chair, seconded by Vice-Chair. Resolved unanimously. RFO: Please make payments accordingly.</p> <p>c) Expenditure authorised under delegated powers: <i>As per report circulated.</i></p>
20/022	<p>To consider Highway, Footpath and Flood Prevention matters:</p> <p>i) Highways. Clerk advised that no reply had been received from Neil Parish as yet. Councillors were aware of further correspondence re: Storridge Lane but did not feel the issue was as dangerous or pressing as highlighted.</p> <p>ii) Clerk reported that the annual footpath survey and the financial grant P3 funding report had been completed and submitted as requested. Chair thanked Pam and Freda for their help and assistance in this regard.</p>
20/023	<p>Other matters considered as urgent by presiding Chair: Next meeting of the Blackdown Hills AONB Parish Network is in Broadhembury – 27th February 2020. Clerk: Please recirculate details of event to all members of Council.</p>
20/024	<p>Correspondence received, not already circulated: None.</p>
	<p>Date of next meeting: Next meeting of council scheduled for 11th March 2019, 7.30pm at Chardstock Community Hall (Ordinary Meeting)</p>
20/025	<p>It was proposed by Chair, seconded by Vice-Chair, that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed. Resolved unanimously.</p>
20/026	<p>To consider matters to be considered as confidential in committee:</p> <p>i) Clerk updated members as to progress with sale of land in Green Lane. Noted.</p> <p>ii) Employment matters. Clerk left the room at this point.</p> <p>It was proposed by Cllr Spearing, seconded by Cllr Cockburn, that Council pay a sum of 7.5% of 2019-20 Gross Salary to Clerk as per his terms and conditions of employment in respect of 2019-20 superannuation award. Resolved.</p> <p>Clerk re-joined the meeting and thanked Council for the pension contribution. This is to be paid in March alongside usual Staff Remuneration payment. Council also delegated the Clerk's Performance Review (Appraisal) to the Chair, to be undertaken in April or May 2020.</p> <p>Chair: Please note and liaise with Clerk accordingly.</p>
	<p>With no further business to transact, the Chair closed the meeting at 9.30pm</p>

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Initial:

Pages 1 to 4 above

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Signed: _____ Date: _____
(Chair)

DRAFT

Initial: