**Parish Councillors are summoned to attend Chittlehampton Parish Council meeting.**

**10th January 2024 7:30pm at Chittlehampton School rooms.**

**Members of the public are welcome to attend.**

**Those Present:** Cllr M Jones (Chair), Cllr N Murch (Vice Chair), Cllr F Pawley MBE, Cllr A Beauregard, Cllr C Blyther, Cllr Z Nicklin, Cllr M Craze, Cllr Mullinger, Cllr Alford, Cllr Seatherton, and Faye Davies (parish clerk).

**Also present:** PC Theobald, Cllr Henderson and twelve members of the public

**Apologies and Declarations of Interest**

Cllr Whitehead sends her apologies. No declarations of interest.

**Approval and signing of minutes of the last Parish Council meeting 14/12/23 as a true account.**

All agreed.

**Clerks report** – to include updates on; Chittlehampton defib, and the budget precept. Have reported the issues mentioned by Cllr Wheaton at the last meeting to Devon County Council.

Chittlehampton defib has been paid for, this should be arriving within 1-2 weeks.

The budget precept has been submitted and accepted.

Have reported the issues of the Deptford Hill seating slats needing replacing and the access to the seat being eroded by tractors driving over the bank mentioned by Cllr Wheaton at the last meeting to Devon County Council, have yet to receive a reply. The owner of the field the tractors have been going into has also been contacted, who said they will sort the damage to the bank.

**Payments for approval – payment for ‘The Bell’ bill of £238.40 to be approved.**

All agreed. This was for the workers who volunteered a significant amount of their time and lived on site to install the play area equipment.

**Police Constable Stephen Theobald to talk on the speeding through Umberleigh and Chittlehampton.**

Request in November from Devon and Cornwall Speed Watch for members to do online training, once training has been completed equipment can then be sent out, PC Theobald said he is happy to support with this. There is a speed van situated for North Devon who can be called out.

Cllr Henderson informed a black strip will be going across the road which will measure the amount and speed of cars going over it, and the time of day it happens.

PC Theobald also informed that half of the crime rates within the area are vehicle accident or speeding related.

**County Councillors Report and Highways Updates.**

The railway crossing at Umberleigh is currently closed making it difficult for those who live in the area as they must take a long diversion route, Cllr Henderson informed that unfortunately there is nothing Devon County Council can do about this as the railway have authority. Diversion routes are compiled by either the company doing the work or highways.

Additionally, Highways maintenance community fund allows for the Parish Council to submit an assessment of any damage within the Parish, to then receive funds from Highways Maintenance and appoint contractors to complete the work required instead of waiting for the County Council.

**District Councillors Report – advised by Cllr Henderson on behalf of Cllr Whitehead**

There is a possibility of having EV charging points at Chittlehampton Village Hall.

106 funding has been accepted for Chittlehampton Village Hall.

**Members of the public open session.**

It was questioned as to why the minutes and agendas have not been posted, the clerk explained that the minutes and agendas have been printed and posted onto the notice boards and they have been uploaded onto the Parish Council Facebook page, the clerk further explained that the website is currently coming up with an error message whenever minutes are attempted to be uploaded but the website domain has been contacted to try and fix this issue.

**Finance committee update - To be conducted by Cllr Pawley.**

Budget and precept have been completed, as reported by the clerk.

A spreadsheet system will be put into place that reports the Parish Council spending.

A VAT claim is about to be submitted.

Audit report informed that there were no written procedures in place, and this is a requirement, with the aim for this to be completed by 31/03/2024.

**Play Area Committee Update – To be conducted by Vice Chairwoman Cllr Murch.**

Would like to apply for a grant to purchase two more items for the play area equipment.

Jumble sale on 02/03/2024 at Chittlehampton Village Hall.

**Playing Field Committee update – To be conducted by Cllr Craze.**

Draft policy has been created for the Play Area and is awaiting approval. Inspections on the equipment has been conducted regularly, and a group has been set up voluntarily to conduct the inspections bi-weekly.

Volunteers are still needed to complete the grass cutting around the equipment and planters; once a risk assessment has been completed, training has been given and assessing that it is covered under the public liability insurance.

Devon FA are hopefully coming out to assess the grass cutting on the playing field.

**Vehicles and Structures on land near Winson Cross - To be conducted by Cllr Pawley.**

Correspondence via Cllr Pawley and the planning officer were circulated between the councillors, it was an update on the plots and informed of what structures have been removed and what remains. The enforcement notice for the removal of structures remains.

**Cobbaton Road Project Sub-Committee discussion – To be conducted by the Chair.**

This project does not look likely to happen in the near future.

However the Chair is still interested for a ‘sub-committee’ to be in situation for any further projects that can widely affect the Parish, however he stated that this does not require it to solely be a sub-committee and it can be conducted however the members see fit, whether that be a working party or remains a sub-committee. The Chair suggested that the committee be re-named to a working group and consist of members from Chittlehampton, Umberleigh and Cobbaton if possible. This is to be further discussed within the working group and updated at the next meeting.

**Items for consideration.**

It was discussed that maintenance funds be granted for the Church; it was also discussed that the Church can apply for funding to meet these needs and this information was sent on to members of the church with no response.

A safeguarding policy is in place and agreed upon.

CCTV is being accessed to ascertain dogs being walked on the playing field and whether further signage is required to advise the public that they cannot walk their dogs on the playing field and play area.

New CCTV signs are going to be put up to replace the original ones that are now faded.

The Chair has spoken to Cllr Henderson and another member of the County Council to gain clarity on whether volunteers are covered under the Parish Councils public liability insurance, as the Devon County website states that this would not be the case, but clarity is needed.

The clerk is to contact the County Council and Highways and find out who specifically fills the salt bins and whether they need to be on a highway to be filled.

The clerk to contact Richard Sables regarding the fencing falling down around the building by the train station in Umberleigh.

Cllr Nicklin informed that Chittlehampton Village Hall has received a 250k grant for building restorations, this needs to be match funded and another 50k needs to be raised.

Cllr Blyther informed that there is another bus campaign at the Avery centre at 7pm on Thursday 18/01/2024.

**Date of next meeting – 21/02/2024.**

Faye Davies Chittlehampton Parish Clerk [chittlehamptonclerk@gmail.com](mailto:chittlehamptonclerk@gmail.com)

**These minutes are a draft copy until they are agreed and signed as a true account.**

**Signed: …………………………………………………….**

**Date: ………………………………………………………..**