

Chittlehampton Parish Council

Locum Clerk: Mrs P. Clapham, Penton Chapel, Christow, Exeter, Devon, EX6 7NP.
Temporary Telephone 07840 867485
Email: chittlehamptonclerk@gmail.com

22nd January 2025

To Members of Chittlehampton Parish Council.

You are hereby summoned to attend a Meeting of Chittlehampton Parish Council, to be held on **Wednesday 22nd January 2025 at 7.30pm in the Methodist Rooms for the purpose of transacting the following business.**

Members of the public and press are invited to attend the meeting.

Penny Clapham

Penny Clapham BA (Hons) PSLCC
Locum Clerk to the Council

AGENDA

1) Co-option to Council to fill a vacancy -

2) PUBLIC DISCUSSION

An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 3 minutes per person. (Standing Orders 3e and 3f).
Reminder that members of the public are not allowed to raise issues when Council is in committee.

3) Apologies For Absence:

4) Declarations Of Interest: In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at District Council within 28 days of the change.

5) Matters raised by the Chairman (for information)

6) District and County Councillor Reports -

7) Minutes – to approve and sign the Minutes of the meeting held on the 4th December 2024.

8) Community Governance Review – to discuss any changes that may be required within the Governance review – email circulated to councillors prior to this meeting.

9) Open Spaces –

- i. Play area update – to receive a report from the meeting held on 17th January.

- ii. Play area steps – “Please note, from past experience, fitting this type of rail can cause other issues like children climbing on the rail and a possible finger trap. I am happy to fit the additional rail but I believe it is not necessary for regulations. The recent play area inspection did not raise any issues.” Report from the builder.
- iii. Pot holding the conifer in the square is badly damaged. To agree to purchase a replacement pot.
- iv. Dog mess along the pavement through the village – to agree actions.

10) P3 Footpath Scheme – for discussion and to agree actions. To consider nominating a footpath warden.

11) Speedwatch – to receive a further update should there be one available.

12) PLANNING

Planning Applications - District Council has asked for observations from the Parish Council on the following planning applications:

- i) 79593 Reserved matters application for erection of dwelling outline planning permission (74760) at land off Back Lane, Chittlehampton. 263527 125545

Planning Decisions

- a) 78304 Conversion of water tower to ancillary accommodation, Hudscott Manor
APPROVED

13) FINANCE

Expenditure	SLCC Membership F. Davies	£110.00	BACs
	N.Devon Council – bin empties	£262.08	BACs
	Locum Clerk Expenses	tba	

Income

Bank Reconciliation to 31st December 2024 circulated prior to this meeting: note that there is a discrepancy of £95.00.

Council to resolve to accept the accounts.

14) Budget – to resolve to agree the budget for the financial year 2025/2026.

15) Precept – to resolve to set the precept for the year 1st April 2025 to 31st March 2026.

16) Internal Auditor – to consider and appoint Julie Snooks as Council’s internal auditor for the year ending 31st March 2025.

17) Asset Register – to consider the updated asset register (circulated prior to this meeting). To resolve to agree any corrections or updates.

18) Policies – to resolve to adopt the following policies.

- i. Bullying & Harassment Policy
- ii. Grievance Policy
- iii. Equal Opportunities Policy
- iv. Disciplinary Policy
- v. Asset Register Policy

19) Bus Petition – to receive an update – Cllr. Blyther.

20) Clerk's report

21) Councillor's reports and External Meetings attended (for information only)

Items for Information - The next council meeting will be on 26th February 2025 at the Methodist Rooms in Chittlehampton.

Email Circulation

DALC Open Letter (sent 08/01)

Fire Service Consultation (sent 16/01)