

Christow Parish Council

Clerk: Mrs C Retallick, Bagtor Barton, Ilington, Newton Abbot, TQ13 9RT.

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Minutes of the meeting of Christow Parish Council held on Tuesday, 16th May 2023 at 7.30pm in the Bowden room, Teign Valley Community Hall, Christow.

Present: Cllr G Archer Cllr T Fidock Cllr AJ Orme
 Cllr J Orme Cllr G Read Cllr R Slack

Also, present Carol Retallick (Clerk) and five members of the public

Cllr Archer welcomed everyone to the meeting.

Minutes of Annual Council meeting	ACTION
1) Election of Chairman:	
a) Invite nominations and elect a chairman for the year. Cllr Read nominated Cllr Archer to stand as Chairman, Cllr Fidock seconded the proposal with all in favour. Cllr Archer accepted the position. b) Receive the Declaration of Acceptance of Office by the Chairman. Cllr Archer signed the declaration.	
2) Election of Vice Chairman.	
a) Invite nominations and elect a Vice Chairman for the year. Cllr AJ Orme proposed Cllr Read for Vice Chair this was seconded by Cllr Slack with all in favour and Cllr Read accepted the position.	
3) Co option of new Councillors	
a) Applications were received from Henry Tucker and Alistair Cook - being there were two vacancies, these candidates were co-opted as Parish Councillors. b) Receive the Declaration of Acceptance of Office – these were signed. c) Cllr Archer thanked the outgoing councillors, Cllrs Evans and Newton.	
4) Appointment of signatures for cheque payments	
Cllrs Archer, J Orme and AJ Orme all agreed to continue to be signatories.	
5) Acceptance to receive correspondence via email	
Councillors to receive their correspondence via email and have signed a record of that decision.	
6) Appointment of Committees and working parties	
Finance Committee – Cllrs Archer, Slack and the Clerk Personnel Committee – Cllrs Fidock, Cook and Read Complaints & Appeals Committee – Cllrs Archer, AJ Orme and J Orme Allotment Committee – Cllr Tucker. Lenghtsman (working party) – Cllrs Read, AJ Orme, J Orme, R Slack and the Clerk Skate & Play Park weekly written checks (working party) – Cllrs Archer skate parks and Cllr Fidock play area,	
7) Appointment of Representatives to attend meeting of Outside Bodies	
Teign Valley Community Hall - Cllr Tucker Teign Tennis Trust – Cllr J Orme Teign Valley Museum Trust – Cllr J Orme Dartmoor National Park Forum - Cllr R Slack & Cllr Cook Dartmoor National Park committee members nomination via DALC – Mike Jeffery and Sylvia Phillips CLT – Cllr T Archer Teignbridge Association of Local Councils (TALC) suspended at the time being) – Cllr Cook Devon Association of Local Councils. (DALC) – Cllr Tucker & Cllr J Orme	
8) Council Meetings – to confirm dates of meetings until May 2024	

2023 - Tuesday 6 th June, Tuesday 4 th July, Tuesday 5 th September, Tuesday 3 rd October, Tuesday 7 th November, Monday 4 th December 2024 - Tuesday 2 nd January, Tuesday 6 th February, Tuesday 5 th March, Tuesday 2 nd April, Tuesday 7 th May. Annual Parish Meeting - date to be advised. Meetings are held usually in the Bowden Room of the Teign Valley Community Hall in the BOWDEN ROOM and begin at 7.30 pm, unless otherwise advised.	Approved
9) Council Policies and Terms of Reference for the committees – Review and adopt	
Standing Orders, Financial Regulations, Internal Control Policy, Publications Scheme, Grant Awarding Policy, Code of Conduct. Terms of reference for all above committees. Cllr J Orme proposed to adopt these policies and documents, Cllr AJ Orme seconded the proposal, with all in favour.	Adopted
COUNCIL MEETING	
1) Apologies and acceptance for Absence	
Received from Cllr Purser.	
2) Public Discussion – To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting.	
A member of the public asked the Council if the ground maintenance contractor uses weed killer? She is very concerned about the effects of glyphosate. It was confirmed that the Lengthsman does use this around the village but not on the recreation field. Councillors wondered how Devon County Council deals with weeds? It will be investigated. An allotment holder asked about the Council's plans regarding the vacant plots. It was noted that the councillors had recently carried out a site visit and the plots which were untidy were written to. One plot has recently been leased to a new tenant. The Council will ask the groundsman to trim the empty plots. Regarding the new allotment committee, once it has been established, they will decide how many meetings they require per annum.	
4) Declarations of Interest: In accordance with the Code of Conduct.	
None declared	
3) County, District Councillor's, DNPA Ranger/Representative, Forestry Commission officer, Police and Lengthsman - to receive reports.	
<u>Cllr S Purser – Teignbridge DC</u> - on this night there are three other council meetings scheduled as well as yours, so my apologies if I am unable to make it or arrive and then leave to attend the others. Obviously with the election having taken place there is not much news of the future direction of the council especially as a number of new councillors take their seats. You are probably aware the new composition is 26 Liberal Democrats, 10 South Devon Alliance, 9 Conservatives and 2 Independents. <u>Cllr A Swaine - Teignbridge DC</u> – introduced himself and said he was looking forward to working with the councils within the Teign Valley and asked if anyone had any questions – Martin Wrigley is the new Leader of the DC	.
5) Minutes – to approve and sign the Minutes of the meeting held on the 4th of April 2023.	
These minutes were signed as a true record of that meeting.	
6) Clerks Report - Update on matters arising from the last meeting for information only	
Since our last meeting we have held our Annual Parish Meeting which was well attended. We have been informed that the Post Office are considering the application made by the Artichoke to host a post office within their premises. The street party was a success, and the road closure went ahead as planned. I attended Chapter 8 Training to enable the closure to go ahead and in early June, our Lengthsman will also go on the training. An allotment plot has been leased out to a new allotment holder. The internal audit has been completed with no actions required.	

Concerns were reported that the defibrillators were not working properly. I can confirm these have been checked and are working properly.		
7) Christow Post Office – Update		
<p>The Clerk read the letter received from the external post office that confirmed that they are engaging with the owners of The Artichoke to assess the viability of the post office services going in there.</p> <p>Cllr Orme noted that the next problem would be the closure of the shop. There are many issues which need to be addressed before moving that forward.</p> <p>The Councillors wondered if there are any parts of the shop that have had a change of use and are part of the building being used for domestic use. The Dartmoor National Park could confirm these details.</p>		Write to DNPA to ask to investigate if there has been a change of use for the building. Also if the premises is being used for the correct planning permission.
8) Play Area – Update for play area inspection		
<p>Following the Councillors site inspection at Layne Fields the following matters were identified –</p> <ol style="list-style-type: none"> 1. Tunnel and wooden bridge – rot to bridge and loose rubber. 2. Fence – where the tree damaged the fence it needs 7 rails and 2 tree stumps removed. 3. Hedge on left needs cutting down, probably by hand. (Clerk to get quotes from AT Weaving and Green Trees). 4. Entrance gate – wire needs to be removed. 5. Basketball nets – 1 missing, need 2 new ones (Clerk to arrange) 6. Multi play snail – screw sticking out and need tightening. <p>At the Skate Park</p> <ol style="list-style-type: none"> 1. Sign at the skate park rotten and down – this could be cut off and reset. 2. High risk levels reported but this is because of the nature of the sport. 3. A few screws need tightening and replacing 		<p>Cllrs will go to the park and deal with the problems at Layne Fields. Cllrs will deal with the issues at the skate park. Meet on 3.6.23 at 10am</p>
9) Fireworks committee and funds – to discuss and decision over safe keeping of funds		
<p><i>Suspend SO</i> – Mr Colin Shepard was invited to speak regarding the closing down of the fireworks committee. The closing balance was £6,827.88. The last display was in 2019. He asked if the Parish Council could keep the funds safe until a new committee organises future firework events.</p> <p><i>SO resumed</i> – Cllr Archer asked the Councillors their thoughts and suggested the money can be ring fenced. It would not be included within the working capital.</p> <p>The councillors agreed to accept the money to keep in the Council’s savings account</p>		Money accepted and put into the savings account.
10) End of Year Accounts and Annual Report		
<p>a) Review the End of Year Accounts and approve for publication – Cllr Read proposed these were accepted and seconded by Cllr AJ Orme</p> <p>b) Internal Audit report – These were circulated prior to the meeting, no action required.</p> <p>c) Approve the Annual Governance statement – Chairman read the statements and Cllrs responded appropriately</p> <p>d) Approve the Accounting Statement – Approved and signed</p>		Approved, agreed and signed.
11) Planning		
<ul style="list-style-type: none"> • 0152/23 at Court Dale Village Road, EX6 7NF Change of use of pub garden to domestic, garden and re-introduce driveway. No objection <p><u>Grant of approval</u></p> <ul style="list-style-type: none"> • 0058/23 Proposed demolition of existing outbuilding and construction of replacement outbuilding, Oaklands, Wet Lane, Christow, Exeter, Devon, EX6 7NQ 		
12) Finance		
Expenditure:	<p>Clerk's salary for April = £ 544.77</p> <p>SHS Ltd = £ 302.40</p> <p>Lee Accounting – Internal Audit 120.00 + 24.00 vat = £ 144.00</p>	

	SW Grounds Maintenance	= £ 504.00	Authorised and agreed
	TVCH Annual Rent	= £ 300.00	
	Engraving Parish Award	= £ 12.00	
	Refreshments for Annual Parish Meeting	= £ 54.85	
	Zurich Insurance	= £ 793.18	
	HP Instant Ink	= £ 52.49	
	Viking Direct	= £ 110.42	
	MTD Accountancy (PAYE accountant)	= £ 144.00	
	Teign Valley Heating and Plumbing	= £ 78.00	
DD's:	Pennon water Services	= £ 15.00	
	Southern Electric	= £ 75.99	
	TDC Land at Layne Fields	= £ 1.00	
Bank Reconciliation and Statement: The Chairman has checked invoices and bank statement against the reconciliation statement. Reconciliation and bank statement circulated to all councillors prior to the meeting. Cllr AJ Orme proposed the payments to be made and statement correct and Cllr Tucker seconded the proposal.			
13) MEETINGS ATTENDED: to receive reports from Councillors who have attended meetings on behalf of this Council or actions from the previous meetings			
None attended.			
The next Council meeting is on Tuesday 6th June 2023, at 7.30pm in the Bowden Room at Teign Valley Community Hall.			

There being no other business, the meeting closed at 21.15pm

Signed..... Date.....

Position.....