

Christow Parish Council

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

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Minutes of the meeting of Christow Parish Council held on Tuesday, 6th May 2025 at 7.30pm in the Bowden room, Teign Valley Community Hall, Christow.

Present: Cllr G Archer Cllr B Green Cllr AJ Orme Cllr A Cook
Cllr J Orme Cllr G Read Cllr R Slack Cllr H Tucker

Also, present Carol Retallick (Clerk) and 0 member 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 Tucker nominated Cllr Archer and Cllr Green seconded the proposal.		
b) Receive the Declaration of Acceptance of Office by the Chairman. Cllr Archer signed the acceptance of Office.		
2) Election of Vice Chairman.		
a) Invite nominations and elect a Vice Chairman for the year. Cllr AJ Orme proposed Cllr Read this was seconded by Cllr Cook, Cllr Read accepted the Office.		.
3) Appointment of signatures for cheque payments		
Cllrs Archer, AJ Orme and J Orme were appointed.		
4) Appointment of Committees and working parities		
Finance Committee – Cllrs Archer, Slack and the Clerk Personnel Committee – Cllrs Cook, Green and Read Complaints & Appeals Committee – Cllrs Archer, AJ Orme and J Orme Lengtsman (working party) – Cllrs Archer, AJ Orme, J Orme, Slack and Clerk Skate & Play Park weekly checks (working party) – Skate Pake – Cllr Archer Play Park Cllr Tucker.		
5) Appointment of Representatives to attend meeting of Outside Bodies		
Allotments - Cllr Tucker CCLT – Cllr Archer Teign Valley Community Hall – Cllr Tucker Teign Valley Museum Trust – Cllr Cook Teign Tennis Trust – Cllr J Orme	Christow community shop – Cllr Tucker Dartmoor National Park Forum – Cllrs Cook and Slack Teignbridge DC – meeting of parishes – Cllr Read	
6) Council Meetings – to confirm dates of meeting till May 2026		
Tuesday 3 rd June 2025 Tuesday 2 nd September 2025 Tuesday 4 th November 2025 Tuesday 6 th January 2026 Tuesday 3 rd March 2026 Tuesday 5 th May 2026	Tuesday 1 st July 2025 Tuesday 7 th October 2025 Tuesday 2 nd December 2025 Tuesday 3 rd February 2026 Tuesday 7 th April 2026	Approved
7) 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 Archer proposed to adopt these policies and documents; Cllr Tucker seconded the proposal will all in favour.		Adopted
COUNCIL MEETING		
1) Apologies and acceptance for Absence		
Received from Cllr S Purser, A Swaine		

2) Public Discussion – To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting.	
Cllr Archer has received a request that the Union flag should be flying on Thursday for VE celebrations. Cllr AJ Orme reported that the flagpole had been vandalised, and the union flag was stolen. However, he will check to see if there is another Union Flag and try to repair the pole temporarily.	Clerk to report the vandalism and theft in Unity
3) Declarations of Interest: In accordance with the Code of Conduct.	
None declared	
4) County, District Councillor's, DNPA Ranger/Representative, Forestry Commission officer, Police and Lengthsman - to receive reports.	
None in attendance	.
5) Minutes - to approve and sign the Minutes of the meeting held on the 1 st of April 2025, and the minutes from the Annual Parish Meeting on 25 th April 2025.	
The minutes were signed as a true record of the meetings.	
6) Clerks Report - Update on matters arising from the last meeting for information only	
<ol style="list-style-type: none"> 1. Memorial request – Maureen Ann Cleave 2. Since the last full meeting most of the clerks' hours have been preparing for the annual parish meeting and the end of year accounts, which have now been completed and are being presented this evening. 3. Community Right to Bid - Notification of Nomination – this can be added to next months agenda, also the councillors asked if The Artichoke was on the asset register as it is up for sale. 4. Tony Chadwick – new one £1800 to repair the current ones approx. £500+ as they will need rubbing down and repainting 	
7) Play Area – arrange inspection review the Rospa inspection recommendations.	
<p>The inspection report had been circulated to the councillors, the items that have been highlighted as needing immediate removal was discussed and will be removed this weekend. The rest of the recommendations were discussed, it was noted that the risk factor throughout the report is at Medium to high for action is needed now. The new signs for the skate park have been ordered.</p> <p>The future for the repairs and replacement items at the park was discussed. It was agreed many items need to be replaced and a community initiative would be the best option, form a committee of the parish council to raise money for new equipment. Long term for the play area – look for someone to take the project on to raise money to put in new equipment. Create a committee, advertise in the community. for deciding the future of the project.</p>	Cllr AJ Orme will organise the advertising to raise the need to replace the play areas equipment.
8) Bus Shelter – Request for use by community shop and redecoration.	
<p>Cllr Archer explained the nature of the request; Cllr Tucker suggested it would be like the Bridford bus shelter.</p> <p>Cllr AJ Orme advised that part of the planning permission for the shelter was that the wood would not be painted.</p> <p>Bench in the field – it was agreed that another bench of the same make and type as we have most recently fitted would be acceptable – BUT not a picnic bench as that would be an obstruction for other users of the field. Ie Christow Show.</p> <p>Request a Bistro type table int eh bus shelter and cushions for sitting – the Clerk will check with the insurance company to see if this can be permitted. Cllr Archer suggested 1 table and fire-retardant cushions for a 3mths trial period and reviewed after that seconded by Cllr Tucker and vote was carried to support the proposal.</p>	Approved Bench in field as minute. 1 table and cushions as minute for 3mths trial. No to mural as not permitted re planning permission
9) Recreation field - request for use	
<p>The Primary school have had a request for line marking on the field for their sports day on 20th June – The councillors approved this request.</p> <p>Banter band from Lincolnshire has made a request to use the field alongside a booking with the community hall for a long weekend in either May or June 2026. The event is mainly for the members and followers of this group running workshops, concerts, walks, singing and instrumental sessions for approx. 200-250 people. 70%</p>	<p>School – Approved</p> <p>Banter Band for June 2026-</p>

of attendees will be camping. It is a ticketed event. The Councillors discussed the impact to the village and field, raising queries about how it would be managed. They agreed to ask for references that were offered and also a donation of £40 per camping unit which would cover the entire weekend. With the provision of Noo BBQ, Glass or fires on the field. The Blue Anchor Troop made a request to use the field in June and August for a gazebo and parking. The councillors have asked for a donation to be received 2 weeks prior to the booking dates use of the field would still be weather dependant, Cars can be parked at the top of the field which must be marshalled and liaise with PC for the gate to be opened.		request references and donation per camping unit. Approved subject to donation and weather
10) Matters arising from annual parish meeting – discussion.		
The main issues raised were regarding speeding and parking in the village. Both these matters are not easy to resolve, and these are problems in lots of villages in Devon. Cllr AJ Orme suggested working with the school and the children on topics related to speeding that the children would take home. The Parish council will contact the school and ask to work with them on this topic next year, maybe as an Art project.		Contact the School
11) End of Year Accounts and Annual Report		
a) Review the End of Year Accounts and approve for publication – the clerk explained the process. b) Internal Audit report – The Clerk reported the findings from the report. c) Approve the Annual Governance statement – Cllr Archer read out for comment and completed accordingly d) Approve the Accounting Statement – agreed by all present		Approved and agreed
12) Planning		
Grant of approval <ul style="list-style-type: none">0054/25 Replacement roof to provide rooms in attic, side porch, change of materials and alterations to windows/doors, Willsdene, Lower Town, Christow, Exeter, EX6 7LZ0069/25 Replace an existing barn/stable (part-retrospective), Field off Church Lane, Christow, Exeter		
13) Finance		
Expenditure: Clerk's salary for April = £ 664.14 SW Grounds Maintenance = £ 342.00 Refreshments for Annual Parish Meeting = £ 24.45 MTD Accountancy (PAYE) = £ 216.00 Insurance = £ 874.87 HP Instant Ink = £ 14.49 Play safety Limited = £ 259.20 Lee Accounting SW Internal Audit = £ 150.00 DD's: ICO – subscription = £ 47.00 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 Read proposed to accept the payments and details on the bank statements this was seconded by Cllr AJ Orme.		Authorised and agreed
13) MEETINGS ATTENDED: to receive reports from councillors who have attended meetings on behave of this council or actions from the previous meetings		
None attended		
The next Council meeting is Monday 3 rd June 2025, at 7.30pm in the Bowden Room at TVCH.		

There being no other business the meeting closed at 21.35 pm

Signed.....

Date.....

Position.....