



**Minutes of the Cheriton Bishop Parish Council meeting held at the Spalding Hall  
at 7 pm on Monday 11<sup>th</sup> March, 2024.**

Present. Chair Cllr Peter O'Neil, Cllr R Marshall, Cllr. Mitchell. DCC Cllr Frank Letch and MDDC Cllr Martin Binks. A member of the public present. Attending. Jane Clark, Parish Clerk

- 1. To receive and accept apologies.** Cllr I. Cowley.
- 2. To receive Declarations of Interest (see code of conduct and guidance notes).** NONE
- 3. Public Discussion:** Nothing raised.
- 4. Cheriton Bishop Parish Council Meeting Minutes 12<sup>th</sup> February, 2024** - to consider the approval of the minutes as a correct record. UNANIMOUS by a show of hands.
- 5. To receive reports from MDDC Councillors** - for information only. MDDC Cllr Binks reported that the Mid Devon District Council (MDDC) budget had been balanced and the council tax would increase by 2.99% (approx. £234 a year on a Band D property). He said this was a positive result given the pressure on local authority finances.

He reminded the parish council that with effect from 26<sup>th</sup> February, refuse collections will no longer take 'side waste'; that is bags stacked alongside the bins.

Mid Devon District Council has recently received £25,000 from Urban Tree Challenge towards planting trees in urban areas. He was told this will fund 66 trees (£300 a tree). The planting will be in urban areas with a target that all urban area should have 30% tree canopy to support the environment in both hot and cold periods.

- 6. To receive a report from Devon County Councillor Letch (DCC)** - for information only. A copy had previously been circulated to councillors. Cllr Letch reported that there has been great cooperation between all parties and officers to get the books balanced at Devon County Council and was pleased to say that nothing had been transferred from reserves.

There is still an issue with bags of rubbish not being separated for collection with recyclable rubbish placed with non-recyclable rubbish.

Cllr Letch's meeting with the Highways Officer did not go ahead but will take place within the next two weeks. His focus will be on issues of safety on the A377.

He confirmed that the Locality Fund will be £8,000 for the year and that he will strive to ensure that it is spent fairly across his ward. Cllr Mitchell asked if he could apply for funding to do with projects and a library associated with Spalding Hall. DCC Cllr Letch invited him to put in a request via email for his consideration. **CLLR MITCHEL L TO ACTION**

Clerk to place request to parish council for Spalding Hall project funding on the April agenda. **CLERK TO ACTION**



Cllr O'Neill reiterated the council's request for support for the new Vehicle Activated Signs (VAS) and said they will also be placing an application. **CLLR O'NEILL TO ACTION**

7. **To consider the quotes for work at play area. Cllr Cowley.** Deferred to April meeting. Cllr O'Neill asked the clerk to request that the quotations information be shared with the council before the April meeting. **CLERK AND CLLR COWLEY TO ACTION.**
8. **As requested in item 13 of the minutes for the February meeting, the council to consider how village facilities, such as the village hall, might be used to offer courses and training to parishioners; the discussion instigated by Cllr Mitchell.**

The training available and of benefit to the village would include issues such as snow clearance, village maintenance, etc. Following a discussion the Chair asked this item to be placed on to the April agenda to identify which courses are available and relevant. **CLERK TO ACTION**

9. **To consider a contribution towards the replacement of Church gates.** £150 has been raised and another £300 is required. Cllr Marshall proposed that the vicar put in a request for the outstanding amount. Approved in principle. UNANIMOUS by a show of hands. **CLLR MARSHALL TO ACTION**
10. **Speed signs.** Update on project. The project has not heard back from MDDC regarding the installation sites. Cllr O'Neill proposed that the council purchase the signs so the council is ready to install as soon as the relevant SCARF permission is received. UNANIMOUS by a show of hands. **CLLR MARSHALL & CLLR O'NEILL TO ACTION**
11. **Memorial Cross Plans. Update on project.** Cllr Marshall said he is waiting for a third quote to come in. To be put on the April agenda for a decision. **CLERK TO ACTION**
12. **Village gateway signs.** Update on project. Cllr Marshall reported that he is still waiting for a quote for the work. To be put on the April agenda for a decision. **CLERK TO ACTION**
13. **Allotments.** Update on project. Still unable to finalise a site. Two sites are currently being investigated, including an extension to the land rented from the Church Commissioners for the village green. The Chair asked councillors and the wider public to contact the parish council (details on the parish council website) if anyone can suggest suitable sites. This could be an existing field or part thereof, with a minimum area of one acre.

Cllr Mitchell suggested a potential site close to The Rectory and Cllr O'Neill is also to approach Bunny Homes regarding any land that may be available.

**CLLR O'NEILL TO ACTION**

14. **Village 'Bring and Share' event.** Update on project. The Chair wished to record the parish council's thanks to Sally Burton for agreeing to organise catering and to the YFC Rural Hub for subsidising the venue cost. The date is now confirmed as Sunday 23<sup>rd</sup> June, 2024. Chair will update the newsletter and website with the event. **CLLR O'Neill TO ACTION**
15. **Repairs & Maintenance** – to consider any repairs and maintenance needed for PC assets.

Cllr Mitchell reminded the Chair about a project to develop and store a village archive, making the point that if the archive was managed by the Parish Council people would feel more secure donating



historical items and documents. The Chair suggested that it was too big a task for a councillor to take on and that it would perhaps be necessary to retain professional support for the project, i.e. an archivist, etc. To be added to April agenda. **CLERK TO PLACE ON AGENDA. CLLR O'NEILL TO PRODUCE A REPORT FOR COUNCIL**

The clerk to check if the play area is included in the maintenance contract as well as information regarding the condition of the equipment. **CLERK TO ACTION**

**16. Accounts 22/23** - to approve the following payments (including those paid previously but not included on agenda for approval as noted below). Approved UNANIMOUS by a show of hands.

Payee	Service	AMOUNT	VAT	TOTAL
Mrs Jane Clark	Clerk's salary and working from home allowance	£338.96		£338.96
HMRC	Clerk's PAYE	£84.80		£84.80
YPO	Newsletter paper	95.70	19.14	114.84
Clarity Copiers	Newsletter paper	54.38	10.88	65.26
VisionICT	Hosted email accounts for 2023-2025	108.00	21.60	129.60
Lawrence Wilson	Maintenance Cheriton Bishop Play Park	60.00		60.00

**17. To receive a report from the Chairman:** for information only. Cllrs O'Neill and Marshall have been in discussion with the management of Woodleigh Park with regard to the extension of opening period and increase in capacity. The Chair reported they were told that there are no current plans to apply for permission to allow main or permanent residency in the holiday park. During the meeting it was suggested to the Woodleigh's manager that a leaflet with details of village services such as the shop and pub, details of the surgery, etc. could be a useful item for those using the site and benefit local businesses. **CHAIR TO FOLLOW UP**

**18. To receive reports from Councillors:** for information only. Cllrs Mitchel and Marshall are both actively trying to recruit more councillors. All councillors to encourage interest in taking up the role.

**19. Correspondence/Clerk's Report:** for information only. There was a query regarding the whereabouts of a set of handbells but the PC responded that this issue had been previously investigated without success. A current enquiry to bell ringers also drew a blank. The clerk to inform the correspondent.

**Dates of meetings (second Monday in the month) 7 pm at Spalding Hall for next three months – 15<sup>th</sup> April, 13<sup>th</sup> May 2024 and 10<sup>th</sup> June 2024**