



Minutes of the Cheriton Bishop Parish Council meeting held at the Cheriton Bishop Village Hall at 7.45 pm on Wednesday, 8th May, 2024.

Present. Chair Cllr P O'Neil, Vice Chair Cllr R Marshall, Cllr. P Mitchell and Cllr I. Cowley. DCC Cllr Frank Letch and 2 members of the public present.

Attending. Jane Clark, Parish Clerk

1. **To receive and accept apologies.** MDDC Cllr Chenore and MDDC Cllr Binks
2. **To receive Declarations of Interest (see code of conduct and guidance notes).** Cllr Mitchell declared an interest in item 19.
3. **Public Discussion:** Nothing raised.

4. Planning

- 4.1 Reference:** 24/00493/FULL
Proposal: Erection of agricultural works dwelling to replace static caravan
Location: Greenacres, Cheriton Bishop.

No objections were raised by the council and it resolved to support the application unanimously by a show of hands.

- 4.2 Reference:** 24/00562/HOUSE
Proposal: Erection of single storey extension following demolition of existing conservatory.
Location: 30A Glebelands Cheriton Bishop Exeter

No objections were raised by the council and it resolved to support the application unanimously by a show of hands.

- 4.3 Reference:** 24/00514/HOUSE
Proposal: Replacement of conservatory roof with a tiled insulated roof.
Location: Holbrook Farm, Cheriton Bishop.

No comments from the parish council.

- 4.4. Reference:** 24/00574/FULL
Proposal: Siting of shepherd's hut for holiday use
Location: Land at NGR 274808 94555 The Paddocks, Cheriton Bishop
This application is now withdrawn.

Planning Decisions

- 4.4 Proposal:** Erection of a dwelling following demolition of existing barn utilising the Class Q position.



Location: Crossways Farm, Cheriton Bishop.

Granted by Mid Devon District Council

4.5 Proposal. Retention of a temporary rural works dwelling.

Location: Heartland Tillerton Steep.

Granted by Mid Devon District Council.

- 5. Cheriton Bishop Parish Council Meeting Minutes 11th March, 2024** - to consider the approval of the minutes as a correct record. The council resolved to approve the minutes unanimously by a show of hands.
- 6. To receive reports from MDDC Councillors** – Cllr Letch reported that the planning team are building 30 affordable houses to put into MDDC housing stock. The State of the District Debate is ongoing; the report is due back in June. These changes will include improved liaison between the district council and parish councils.
- 7. To receive a report from Devon County Councillor Letch (DCC)** - for information only. A copy has previously been circulated to councillors. He added there are problems with internet provider Air Band in Cheriton Bishop and surrounding areas. He has asked them for the project's Risks, Assumptions, Issues and Dependencies (RAID) report with a view to finding out when the installation/improvement is to be commissioned.

NHS is starting Devon Local Nature Partnership to include walking and exercise as part of the NHS support.

RDE and now have a blood test that can detect lung cancer at an earlier stage. Cllr Letch sits on the Health and Wellbeing Board.

DCC approved a £12 million funding for fixing potholes. However, this will cover 8,000 miles of roads in Devon and so the aim is to prioritise the areas with potholes on the main arterial roads.
- 8. To receive and approve the Certificate of Exemption for the Annual Governance and Accountability Return for the financial year 2023-2024.** The council received and approved the Certificate of Exemption for the financial year 2023-2024 unanimously by a show of hands.
- 9. To receive and approve the Annual Governance Statement for the financial year 2023-2024.** The council received and approved the Annual Governance Statement for the financial year 2023-2024 unanimously by a show of hands.
- 10. To receive and approve the Annual Accounting Statement for the financial year 2023-2024.** The council received and approved the Annual Accounting Statement for the financial year 2023-2024 unanimously by a show of hands.
- 11. To review and approve council documents – Standing Orders, Financial Regulations, Publication Scheme, Internal Controls, Risk Assessments for outdoor spaces, etc.** The council resolved to approve the council's statutory and other documents unanimously by a show of hands.



- 12. To consider what further work may be necessary following hedge-laying at the playground.**
See minutes of Annual Parish and Community Assembly.
- 13. To consider which available training courses would be beneficial to the village and offer to volunteers, such snow clearance, village maintenance, etc. as requested in item 8 in the minutes of the March meeting.** Cllr O'Neil reported that he attended a recent meeting at Mid Devon District Council and had a discussion regarding training such as snow warden or working at heights. He said that these are appropriate courses for volunteers working on village projects. Cllr O'Neil will share the details of training available with the council once it is received. **CLLR O'NEIL TO ACTION.**
- 14. To consider quotes for the Memorial Cross project and agree way forward as requested in item 11 of the minutes of March meeting.** The quotes received are not affordable and this item to be deferred until further information is available and budget considerations are taken into account.
- 15. To consider the quotes for work on the village gateway sign and agree way forward as requested on item 12 on the minutes of the March meeting.** This item was covered during the parish assembly. Cllrs Marshall and Mitchell to gather information and costings and report to council. **CLLRS MARSHALL AND MITCHELL TO ACTION**
- 16. To consider how best the parish council can support the development of a village archive as requested to be placed on agenda in item 15 of the minutes of the March meeting.** The Chair reported that the Devon Historical Archive are willing to advise the council about setting up a village archive. Chair to arrange a specialist to talk to the community members interested in the Village Archive project. **CLLR O'NEIL TO ACTION**
- 17. To consider if a response to the MDDC Town and Parish Charter is required. Document circulated prior to meeting.** Following a discussion the council resolved unanimously by a show of hands not to comment.
- 18. To consider funding improvement project at Spalding Hall as requested in item 6 of March minutes.** Cllr Mitchell left the room having declared an interest in this item. The back door at the Spalding Hall is no longer fit for purpose and the committee is seeking funding. Following a discussion the parish council resolved to match the current sum of £600 raised and further match future fundraising to a limit of a further £200 unanimously by a show of hands. **CLERK TO ACTION**
- 19. Allotments.** Update on project. See minutes of Annual Parish and Community Assembly.
- 20. Repairs & Maintenance** – to consider any repairs and maintenance needed for PC assets. Nothing outstanding.



21. Accounts - to approve the following payments. The council resolved unanimously to approve the payments.

Payee	Service	AMOUNT	VAT	TOTAL
Mrs Jane Clark	Clerk's salary and working from home allowance for months March and April 2024	£338.96	No	£338.96
		339.16		£339.16
HMRC	Clerk's PAYE – Period 12	£84.40	No	£84.80
	Back payment for outstanding amount 2023-2024	£161.35		£161.35
	Payment for Period 1 2024	84.60		84.60
YPO	Newsletter paper	£73.40	£14.68	£88.08
Clarity Copiers	Newsletter paper	£135.14	£35.92	£171.06
Mid Devon District Council	Annual dog waste collection fee	£260.00	£52.00	£312.00
Lawrence Willson	Maintenance Cheriton Bishop Play Park	£120.00	No	£120.00
Devon Association of Local Councils	Annual subscription and affiliation fee	£255.00	£38.48 (part)	£293.48
Graham Dicker	Verge Maintenance (7 cuts) £470 and Play Park Maintenance (7 cuts) £595	£1065.00	No	£1065.00
RoSPA	Play Park annual safety inspection	£94.00	£18.80	£112.80
Spalding Hall	Hall hire and storage and collation	£68.00	No	£68.00
Devon Federation	Room hires on 23 rd June 2024 (inc. £50 deposit – refundable)	£130.00	No	£130.00
Mrs Jane Clark reimbursement for ICO payment	Information Commissioner's Office for ICO registration	£40.00	No	£40.00
St Mary's Church	Donation towards new gates for the Church	£300.00	No	£300.00

22. To receive a report from the Chairman: The Chairman reported that the council have been asked if the Dog Restriction order on the play area should continue. **CLERK TO INFORM THE AUTHORITIES**

23. To receive reports from Councillors: Cllr Mitchell reported that he will plant a poplar as laid down by the planning permission close to Oak House.

24. Correspondence/Clerk's Report: for information only. Tree Preservation Order (TPO) issued at Hill View, Cheriton Bishop, The RoSPA safety report has been received and Cllr Marshall will review any actions required. **CLLR MARSHALL TO ACTION.**

**Dates of meetings (second Monday in the month) 7 pm at Spalding Hall
8th July 2024, 9th September 2024 and 14th October 2024.**