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Minutes of the meeting of Chivelstone Parish Council, held in Chivelstone Parish Community Hall, on Monday 19 June 2017 at 7.00pm

**Present -** The Chairman Cllr S Jeffery, C Lewis, R Partridge, RJ Tucker, J Brazil and RRJ Tucker, and the Clerk and one member of the public, Mrs B Jeffery.

1. **Apologies** for absence – none
2. **Declarations of interest** - Cllr RRJ Tucker declared an interest in camping on the Village Green and Cllr RJ Tucker declared an interest in the night landing strip.
3. **Minutes 08052017** - Proposed as correct by Cllr Partridge and seconded by Cllr RRJ Tucker.
4. **Matters arising** from the minutes of the meeting of 8 May 2017.
* Devon Air Ambulance night landing strip
* Formal permission has been received from the landowner for the land to be used as an emergency landing site.
* Playground update
	+ SHDC has written to the clerk advising that the annual charge for the services of the Localities Officer will be increasing from £100 to £130 a year.
	+ Sutcliffe Play have sent the two replacement cuffs for the swings and their invoice. Cllrs Partridge and RJ Tucker will fit these on 20 June 2017.
* Camping on the Village Green - Sign is now in place.
1. **Matters for the Chairman's discretion**

See item 12

1. **Cllr Brazil - DCC and SHDC**
* Cllr Brazil advised the Council that resurfacing has been completed at Totnes Cross and potentially Fallapit Cross will also be resurfaced. Following his re-election he is a member of the Children’s Scrutiny committee (focus is on education, fostering and children in care) and IFCA (Fishery and Conservation Agency). SHDC are considering a merger with West Devon, differences between the two are being looked into, one being different council tax which if the merger proceeds would result in an increase.
1. **Public Participation**

Brenda Jeffery commented that Castle Hill and Lower Road are very overgrown, and that outside the CPCH needs attention. Cllr. Partridge to inform CPCH committee.

1. **Planning** - None.
2. **Finance**
* Accounts as at 19 June 2017 were acknowledged by CPC as:
	+ Instant access - £ **7,951.95**
	+ Number one - £ **1,399.54**
	+ Cheques **out** reissue cheque 673 RJT £ 100.00

reissue cheque 677 CPCH £ 39.08

Sutcliffe Play SW £ 253.05

Payroll services (M Roberts) £ 40.00

Hawthorns audit £ 50.00

J Hutchings - maintenance £ 355.50

Clerk’s salary 1.4.17 - 31.05.17 £ 300.00

 **£ 1137.63**

* Transfer of funds required, Cllr Brazil proposed that £2,000 be transferred, seconded by Cllr. Jeffery.
* Cllr Brazil proposed that the itemised expenses be paid, seconded by Cllr Lewis.
* Item 9 d) was the authorisation of the Annual Governance Statement.
* Item 9 e) was the authorisation of the Accounting Statement 2016/2017.
1. **Correspondence** - all forwarded to Councillors.

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1. **Matters at the Chairman's discretion** or to be put to the next meeting.
* The Chairman approved the request from the clerk to submit a VAT reclamation.
* All agreed that parish council documentation should be archived in the CPCH apart from current papers which should be held by the clerk. The History Society may want to extract pertinent information held by these records - to be raised at the History Society Management committee.
* The incident at Prawle Fair regarding the cables across the Green highlight why all events held on the Green should have insurance and to note that the Parish Council do not own the Green it is held by the Open Spaces Society.
* The willows at Moorwell Pond need cutting back, Cllr RRJ Tucker will arrange a date to do this and advise the clerk.
1. **Date of next meeting** - Monday 3 July 2017, at **7.30.**

---------------------------------------------- Chairman --------------------------------------------- Clerk

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