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Minutes of the meeting of Chivelstone Parish Council, held in Chivelstone Parish Community Hall, on Monday 3 July 2017 at 7.30pm.

**Present** - The Chairman Cllr S Jeffery, C Lewis, R Partridge, RRJ Tucker, and the Clerk, Brenda Jeffery and Tim Blythe.

1. **Apologies for Absence:** Cllrs RJ Tucker and J Brazil.
2. **Election of Chairman:** Cllr Partridge proposed the current chair continue, which was seconded by Cllr RRJ Tucker.
3. **Election of Vice-Chairman**: Cllr Lewis proposed the current chair continue, which was seconded by Cllr RRJ Tucker.
4. **Declarations of Interest** – Councillors are invited to declare any interests they may have in any items to be considered at this meeting. All declared an interest as trustees
5. **Vacant seat on Chivelstone Parish Council**. Dai Jones is considering applying.
6. **To appoint representatives on the following bodies**:
	1. Coleridge Association of Parish Councils. (2) JB & SJ,
	2. Coleridge Community Bus Committee. (2) CL & RJT, Proposed by Cllr Jeffery and seconded by Cllr Partridge.
	3. Village Maintenance Officers (4). Clerk, SJ, RP, JB. Proposed by Cllr Jeffery and seconded by Cllr Lewis.
	4. Tree Warden. (1) SJ. Proposed by Cllr Lewis and seconded by Cllr Partridge.
	5. Footpath Warden. (2) CL & RP. Proposed by Cllr Partridge and seconded by Cllr RRJ Tucker.
	6. C P C Hall committee. (1) RP. Proposed by Cllr Lewis and seconded by Cllr RRJ Tucker.
7. **To sight the Trust Deeds and various legal documents**: The following items were viewed and noted by the Councillors:

The East Prawle School Peace Fund Trust Deed dated 10.11.1919

Conveyance relating to Land at Higher Park, East Prawle between RJ Tucker and Chivelstone Parish Council.

Land Registry Title number DN 380057 Chivelstone Parish Community Hall

Deed of Enlargement of Chivelstone Parish Hall from Beers Solicitors dated 11.02.1997.

Wayleave Agreement between Chivelstone Parish Council and SWEB dated 26.05.1995

Deed of Assignment between The Trustees for Methodist Church Purposes and Chivelstone Parish Council dated 11.02.1997

Document to include West Prawle and Moor Farm to use the Community Hall dated 7/4/2014

Licence (re: Drainage) between The Trustees of the East Prawle Methodist Church and Kenneth Edward Shadbolt dated 28.03.1960.

Deed of Assignment between the Trustees for Methodist Church Purposes and Chivelstone Parish Council dated 11.02.1997.

Notice of Confirmation of Public Path Diversion Order for Bridleway No. 4 from Devon County Council dated 04.02.2000

Definitive Map Modification Order 1999 regarding Byway Open to All Traffic Nos. 25 & 26 dated 20.01.1999

Notice of Confirmation of Public Path Diversion Order for Footpaths Nos. 11 & 12 from Devon

County Council dated 11.06.1999.

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Notice of Confirmation of Public Path Diversion Order for Bridleway No. 7 and Public Path Extinguishment Order for Footpath No.5 dated 30.05.03.

Notice of Public Path Creation, Footpath 8 (Ivy cove, Lannacombe) Sept 2013

It was noted that the helicopter mast agreement should be added to next year’s inspection.

1. **Code of Conduct**

Cllr Jeffery proposed the adoption of the South Hams parish council’s member’s code of conduct for the year 2017/2018, which was seconded by Cllr Lewis.

1. **Risk Assessment**

Cllr Jeffery proposed the adoption of the Chivelstone Parish Council risk assessment for the year 2017/2018, which was seconded by Cllr Partridge.

1. **Minutes –** minutes of the Council meeting held on Monday 19 June 2017 were proposed as correct by Cllr RRJ Tucker and seconded by Cllr Lewis..
2. **Matters arising from the minutes of 19 June 2017**
	1. **Devon Air Ambulance** a test landing has been carried out, carry forward to next meeting
	2. **Playground update** Cllrs RJ Tucker and Partridge have carried out the improvements requested by the Localities officer. An invoice has been received for the play area insurance and inspections which will added to the next agenda.
3. **Matters for the Chairman’s discretion**

See item 17

1. **Cllr. J. Brazil (SHDC & DCC)** sent his apologies**.**
2. **Planning - none**
3. **Finance:** as at 29.06.17
	1. Accounts Instant Access £5,951.95

Number one £3,027.86

1. **Correspondence –** all correspondence forwarded to Councillors
2. **Matters at the Chairman’s discretion, or to be put to the next meeting**
* Village maintenance – it was agreed that Cousins Cross verges would not be cut so often and Lower Road verges would also be cut. Clerk to arrange a thank you for John Hutchings. Cllr Lewis confirmed that Mr & Mrs Tripp have confirmed their agreement to the hedge being flailed later in the year.
1. **Public Participation -** Members of the public present are invited to make any comments regarding the parish. Brenda Jeffery reminded the Council that the telephone box door needed to be re-hung. Tim Blyth mentioned the work to be carried out at the bottom of Penny Hill by the water authority, and that he had a spare parish notice board key.
2. **Date of next meeting:** Monday 4 September 2017

Ren Hill

Clerk, Chivelstone Parish Council