Minutes of the meeting of Chivelstone Parish Council, (Annual General Meeting ) held in Chivelstone Parish Community Hall, on Monday 2 July 2018 at 7.30pm.

**Present** - The Chairman Cllr S Jeffery, R Partridge, C Lewis, RJ Tucker, J Brazil, RRJ Tucker, D Jones, the Clerk and Brenda Jeffery.

1. **Apologies for Absence:** none.
2. **Election of Chair** - Cllr RJ Tucker proposed Cllr Jeffery retain the position, seconded by Cllr Partridge.
3. **Election of Vice Chair** – Cllr Lewis proposed that Cllr Partridge retain the position, seconded by Cllr RRJ Tucker.
4. **Declarations of Interest** – none
5. **To appoint representatives:**

Coleridge Association of Parish Councils – JB, SJ & DJ. Proposed by Cllr RJ Tucker and seconded by Cllr Lewis.

Coleridge Community Bus Committee – CL & RJT. Proposed by Cllr RRJ Tucker and seconded by Cllr Jeffery.

Village Maintenance officers – RH, SJ, RP, JB & DJ. Proposed by Cllr RJ Tucker and seconded by Cllr Jeffery.

Tree Warden – SJ. Proposed by Cllr RJ Tucker and seconded by Cllr Jeffery.

Footpath Warden – CL & RP. Proposed by Cllr RJ Tucker and seconded by Cllr Jeffery.

CPC Hall committee – RP. Proposed by Cllr RJ Tucker and seconded by Cllr Jeffery.

1. **Trust deeds and legal documents** – Councillors all agreed they are in order.
2. **Code of Conduct** – Cllr Jeffery proposed that CPC adopt the South Hams code of conduct for 2018/2019, seconded by Cllr RRJ Tucker.
3. **Risk Assessment** - Cllr Jeffery proposed that CPC approve the risk assessment for 2018/2019, seconded by Cllr Lewis.
4. **Minutes –** minutes of the Council meeting held on 4 June 2018 were proposed as correct by Cllr RJ Tucker and seconded by Cllr Partridge.
5. **Matters arising from the minutes of 14 May 2018**

Value of CPCH – carried forward.

Playground – SHDC have increased the annual cost, and the annual inspection has identified some repairs. Cllr Partridge proposed we accept the increased cost and carry out the repairs, seconded by Cllr RRJ Tucker.

1. **Matters for the Chairman’s discretion -** See item 16
2. **Cllr. J. Brazil (SHDC & DCC)** Slapton line work is due to start on 3.7.18. Work has started on repairing potholes – so keep reporting them. SHDC are looking into outsourcing refuse and recycling, but no firm figures as yet. New powers to tackle dog fouling, fine is £100.
3. **Planning – 1879/18/FUL -** CPC proposed no objections. **1422/18/HHO** – all in favour of no objection by CPC, but does there need to be a change of use to business?
4. **Finance:** as at 02.07.2018

Accounts Instant Access £ 8,291.75

 Number one £ 981.60

Cheques John Hutchings (maintenance) £ 333.00

 Helicopter landing site rental £ 10.00

Clerk’s salary (1.5.18-30.6.18) £ 300.00

Internal audit £ 50.00

Cllr Brazil proposed that the Parish Council finances be noted and the cheques approved, seconded by Cllr Jeffery.

1. **Correspondence –** all correspondence forwarded to Councillors
2. **Matters at the Chairman’s discretion, or to be put to the next meeting**
	1. Camera at Knowle Fork carrying out traffic monitoring
	2. John Hutchings has cut back along Lower Road
	3. Ask Andrew Wakeham if the buddlehole opposite the dairy could be unblocked.
	4. Cllr Brazil to follow up regarding the removal of the wall outside the toilets.
3. **Public Participation –** Brenda Jeffery mentioned that the tree on Town Hill triangle needs cutting back.
4. **Date of next meeting:** Monday 3 September 2018

Sean Jeffery, Chair, Chivelstone Parish Council:------------------------------------------------------------

Ren Hill, Clerk, Chivelstone Parish Council:------------------------------------------------------------------

Date