Minutes of the meeting of Chivelstone Parish Council, held in Chivelstone Parish Community Hall, on Monday 1 July 2019 at 7.30pm.

**Present** – Cllr S Jeffery, R Partridge, J Brazil, RJ Tucker, Vicky Tucker, Rob Ellis and the Clerk.

1. **Apologies for Absence:** C Lewis, RRJ Tucker
2. **Minutes –** minutes of the Council meeting held on 1 July 2019 were proposed as correct by Cllr Partridge and seconded by Cllr Jeffery.
3. **Matters arising from the minutes of 1 July 2019**

* Fingerposts – East Portlemouth have confirmed they need 4 fingerposts, together with the wording. CPC Councillors to check on those in this parish and report back at the next meeting. Clerk will check on the progress of the replacement fingerposts at Chivelstone Cross.
* P3 gates – Clerk has chased these up again, informed that they are currently prioritising the cutting back of vegetation on footpaths and bridleways due to excessive growth, as a result of the weather.
* New Councillor – the vacancy is being advertised on the Parish Notice boards and on the website.

1. **Neighbourhood Plan** – need to decide on the area this will cover as East Portlemouth and possibly South Pool and Slapton are interested. The focus will be on a primary residence clause for new builds. Cllr Brazil proposed that the process be put in motion, seconded by Cllr Jeffery, with all in favour.
2. **Community Housing Scheme presented by Rob Ellis from SHDC** – CPC were given an overview of SHDC’s Community Housing programme, which would require community support and a demonstration of need via a housing needs assessment if it were to be considered for this area. CPC agreed to facilitate SHDC setting up a drop in session and presentation in the week commencing 15 July 2019.
3. **East Prawle public toilets** – Cllr Jeffery asked if we would re-visit the options available regarding winter maintenance of the toilet block – clerk to investigate.
4. **Matters for the Chairman’s discretion -** See item 12.
5. **Cllr. J. Brazil (SHDC & DCC)** Cllr Brazil has maintained all previous roles following the elections, plus Chair of Planning Committee and on the local enterprise partnership.
6. **Planning –** notification of appeal by Mr M Warchus of Lower Borough regarding refusal of new double glazed timber doors.
7. **Finance:** as at 1.07.2019
8. Accounts Instant Access £ 10,288.49

Number one £ 699.17

1. Cheques Hawthorns (audit) £ 50.00

Clerk’s salary (1.5.19-30.6.19) £ 300.00

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

1. **Correspondence –** all correspondence forwarded to Councillors
2. **Matters at the Chairman’s discretion, or to be put to the next meeting**

* Playground inspection – Councillors noted the recommendations made.
* Charity Commission – process for annual reporting to the CC has moved online and become more onerous. Given the amount involved (£32.70 for 2018/2019), it is suggested that it is not necessary to remain registered with the CC – all current CPC checks and processes will remain in place and the fund still administered by the CCLA who are authorised and regulated by the Financial Conduct Authority. Proposed by RJ Tucker and seconded by Cllr Jeffery.

1. **Public Participation** – Vicky Tucker thanked CPC for agreement in principle to a church information board on the Green – design and size still to be agreed. Add to next agenda.
2. **Date of next meeting:** Monday 5 August 2019

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

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

Date 05.08.2019