Minutes of the meeting of Chivelstone Parish Council, held in Chivelstone Parish Community Hall, on Monday 5 August 2019 at 7.30pm.

**Present** – Cllr S Jeffery, R Partridge, J Brazil, RJ Tucker, RRJ Tucker, C Lewis and the Clerk.

1. **Apologies for Absence:** Brenda Jeffery
2. Declaration of interest - Cllr RJ Tucker and Cllr RRJ Tucker declared an interest in item 9 and left the room for this discussion.
3. **Minutes –** minutes of the Council meeting held on 1 July 2019 were proposed as correct by Cllr Jeffery and seconded by Cllr RJ Tucker.
4. **Matters arising from the minutes of 1 July 2019**
* Fingerposts – Highways has replaced the fingerposts at Chivelstone Cross. CPC agreed that quotes should be obtained for the East Portlemouth replacements and three for Chivelstone (Cousins Cross pointing to Stokenham, South Allington pointing to S Allington and Lannacombe and South Allington pointing to Lannacombe, Start Point and Kellaton).
* Winter closure of toilets – SHDC will be holding a meeting regarding their ongoing plans for public toilets at the beginning of September.
* P3 gates – Cllr RJ Tucker confirmed that the P3 gates have been delivered.
* New Councillor – the vacancy continues to be advertised on the Parish Notice boards and on the website.
* Church information board – size, wording and appearance details carried forward to next meeting.
1. **Neighbourhood Plan** – All four Parish Council Chairs will need to sign a Terms of Reference document (East Portlemouth, South Pool, Chivelstone and Slapton). TOR to be added to next agenda.
2. **Community Housing Scheme –** the Housing Needs survey is being drafted. It will be available in hard and soft copy, anonymous and include an option to say no to the scheme.
3. **Matters for the Chairman’s discretion -** See item 12.
4. **Cllr. J. Brazil (SHDC & DCC)** SHDC has declared a climate emergency and a new system has been introduced regarding the repair of potholes.
5. **Planning –** 2344/19/OPA, outline planning application for an agricultural workers dwelling. No objections 1 abstention and 2 left the room (see item 2).
6. **Finance:** as at 05.08.2019
7. Accounts Instant Access £ 10,288.90

 Number one £ 349.17

1. Cheques J Hutchings (maintenance) £ 216.00

 Insurance renewal £ 310.74

Cllr RRJ Tucker proposed that the Parish Council finances be noted, cheques approved and £1,000 transferred to Number one account, seconded by Cllr Brazil. Cllr RJ Tucker advised CPC that he has offered to assist with the maintenance and all agreed he should claim any expenses incurred.

1. **Correspondence –** all correspondence forwarded to Councillors
2. **Matters at the Chairman’s discretion, or to be put to the next meeting**
* Water abstraction – to note that abstractions of more than 20 cubic metres per day will require an abstraction licence going forward.
* Brambles around Castle – it was brought to the Clerk’s attention that there were trailing brambles at head height around Castle. These have now been trimmed back.
1. **Public Participation** – none
2. **Date of next meeting:** Monday 2 September 2019

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

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

Date 05.08.2019