Minutes of the meeting of Chivelstone Parish Council, held in Chivelstone Parish Community Hall, on Monday 4 November 2019 at 7.30pm.

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

1. **Apologies for Absence:** RJ Tucker.
2. Declaration of interest – none made.
3. **Minutes –** minutes of the Council meeting held on 7 October 2019 were proposed as correct by Cllr Partridge and seconded by Cllr Lewis.
4. **Matters arising from the minutes of 7 October 2019**
* 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 – discussed at the last Parochial Church Council meeting but carried forward to the next CPC meeting.
* Fingerposts – contractors have asked for exact sizing and text in order to provide an example quote which the Clerk has provided.
* Telephone box – Unfortunately the paint has gone hard and is not useable – agreed to colour match and replace.
1. **Neighbourhood Plan** – The Strategic Planning Officer has confirmed that she has all the information needed to start the process of designation. Email forwarded to the three other parishes for information.
2. **Community Housing Scheme –** the Housing Needs survey indicated a need for 8 units with a 70% response in favour.
3. **Matters for the Chairman’s discretion -** See item 12.
4. **Cllr. J. Brazil (SHDC & DCC)** – The Neighbourhood Plan is all in hand and awaiting the next step. Potholes are still a big problem in this area and need to be reported on the website. Government and local authorities are going into purdah.
5. **Planning- none**
6. **Finance:** as at 04.11.2019
7. Accounts Instant Access £ 10,790.21

 Number one £ 1,243.00

1. Cheques Website annual invoice £ 115.00

Clerk’s salary (1.9.19-31.10.19) £ 300.00

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

1. **Correspondence –** all correspondence forwarded to Councillors
2. **Matters at the Chairman’s discretion, or to be put to the next meeting**
* Willows need cutting around the pond – Cllr Partridge will sort this.
* Grit bins – Clerk to ask for these to be filled.
* Coleridge bus is having difficulty getting down to Prawle Point due to the hedges.
* Public toilets – Do we wish to pay for the toilets to remain open over the winter period? All agreed they should remain open.
* Potholes on road to East Portlemouth and Broad Street have worsened and need reporting. More cold tarmac is required.
* Water on road around Castle and on Lower Road – Clerk to organise a working party to dig out the ditches.
* Chivelstone Parish Community Hall would like any outstanding Peace Fund monies paid towards the children’s Christmas party.
1. **Public Participation** – Brenda Jeffery mentioned that the Peace fund was originally set up for pupils of Prawle School so those children younger than eleven, and that all the road markings indicating the potholes in need of repair are being eroded.
2. **Date of next meeting:** Monday 6 January 2020

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

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

Date 06.01.2020