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 **Chivelstone Parish Council**

Dear Councillor,

You are requested to attend the Annual General meeting of Chivelstone Parish Council to be held in the Chivelstone Parish Community Hall on Monday 09 April 2022 at 7.30pm.

# AGENDA

1. **Apologies for Absence:** none.
2. **Election of Chairman:**
3. **Election of Vice-Chairman**:
4. **Declarations of Interest** – Councillors are invited to declare any interests they may have in any items to be considered at this meeting.
5. **To appoint representatives on the following bodies**:
	1. Coleridge Association of Parish Councils. (2) currently JB & SJ
	2. Coleridge Community Bus Committee. (2) currently CL &RJ
	3. Village Maintenance Officers (4). Currently RH, SJ, RP, JB.
	4. Tree Warden. (1) currently SJ.
	5. Footpath Warden. (2) currently CL & RP
	6. C P C Hall committee. (1) currently RP
	7. Data Protection Officer (1) currently CL
6. **To sight the Trust Deeds and various legal documents**: The following items will be displayed to be inspected by 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 CPC.

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.

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

1. **Code of Conduct**

To adopt the South Hams parish council member’s Code of Conduct for the year 2022/23.

1. **Risk Assessment**

To adopt the Chivelstone Parish Council risk assessment for the year 2022/23

1. **Minutes –** To approve as a correct record and authorise the Chairman to sign the minutes of the Council meetings held on Monday 4 April 2022.
2. **Matters arising from the minutes of 4 April 2022**
	1. Registering parish common land
	2. Fire proof box – fire resistant cloth
	3. CCTV at recycling
	4. First Responder update
	5. Platinum Jubilee
	6. Stephen’s Field
3. **Neighbourhood Plan**
4. **Matters for the Chairman’s discretion -** See item 17
5. **Cllr. J. Brazil** (SHDC & DCC)
6. **Planning –** **1306/22/CLE** – Certificate of Lawfulness for existing change of use from agricultural store building to residential dwelling (part of the building) at Leeways South Allington TQ7 2ND.

**Ashbyrne smallholding** – update from Cllr Brazil.

1. **Finance:**
	1. Accounts Instant Access £TBA

Number one £TBA

* 1. Paid out Clerk’s salary (April) £ 150.00

Hawthorn’s (audit) £ 50.00

First Responder insurance £ 628.27

Book keeping/payroll £ 110.00

N Carter (mowing) £ 60.00

DALC annual subs £ 65.56

* 1. Paid in April car parking box £ 101.14

Western Power wayleave £ 14.11

1. Approval of Annual Governance Statement
2. Approval of Accounting Statements

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

**-** Village Green

- CPC website (Netwise upgrade)

- Camping at A Pizza Me

1. **Public Participation -** Members of the public present are invited to make any comments regarding the parish.
2. **Date of next meeting:** Monday 6 June 2022

Ren Hill

Clerk, Chivelstone Parish Council