Minutes of the meetings of Chivelstone Parish Council, held on Monday 15 May 2023.

**Attendees** – Cllrs S Jeffery, RJ Tucker, J Brazil, RRJ Tucker, C Lewis, A Johnston together with B Jeffery, V Tucker, R Bunn and the Clerk.

**Annual Parish Meeting**

1. **SHDC & DCC round up** from Cllr Brazil covered the financial difficulties of DCC and resulting cuts in service, the waste collection by SHDC and the expected re-commencement of food waste collection in the autumn.
2. **Chairman’s annual report –** round up of the year from Cllr Jeffery.
3. **Updates from Parish organisations -** an annual report was received from the Chairman of the Community Hall together with a letter from the Community First Responder.
4. **Police report –** Kingsbridge police station is due to re-open by the end of 2023
5. **Finance report –** The annual internal audit was noted. The Chair explained that the precept had been maintained at the previous year’s level, and that a surplus was being held as contingency for any maintenance costs, Community First Responder costs and potential election costs.
6. **AOB –** The Chair thanked Councillor Partridge for all his support and dedication as a councillor, and that we were sad to see him step down.

**Annual Parish Council Meeting**

1. **Apologies for Absence:** none
2. **Election of Chair** Cllr RRJ Tucker proposed that Cllr Jeffery be elected, seconded by Cllr Johnston.
3. **Election of Vice** Cllr RRJ Tucker proposed that Cllr Lewis be elected, seconded by Cllr RJ Tucker.
4. **Declaration of interest** – none
5. **Councillor representatives** – all Cllrs continued in their current roles.
6. Deeds and legal documents were viewed by the Councillors.
7. **Code of Conduct** – was adopted for the year 2023/2024.
8. **Risk Assessment** – was adopted for the year 2023/2024.
9. **Minutes –** minutes of the Council meeting held on 3 April 2023 were signed.
10. **Matters arising from the minutes of 3 April 2023**
    1. Registering common land – All to consider which documents show the pond being used, for at least 20 years, in a recreational way. Carry forward.
    2. Working party for ditches – Clerk to determine a suitable date.
    3. Scalpings for the Green – these have been ordered and will be delivered on 23 May 2023. (Invoice to be added to June agenda)
11. **First Responder** - New vehicle has been acquired at a cost of £2,600 (to be split with East Portlemouth). Tim Johnson has paid the tax and insurance and will need reimbursing. Previous vehicle had a scrap value of £200. A few surplus coronation mugs have been sold and the proceeds will go to the CFR fund. A Lloyds bank account has been applied for and is awaiting approval.
12. **Matters for the Chairman’s discretion -** see item 17
13. **Cllr. J. Brazil (SHDC & DCC)** – see roundup in item 1 of the Annual Parish meeting above.
14. **Planning** – **1613/23/ARC** – no comment. **1279/12/TCA** – no comment.
15. **Finance:** Year-end accounts were approvedand i) Annual Governance Statement signed, ii) Annual Accounting Statements form signed**,** iii) agreement that the council is exempt from limited assurance review.
16. Accounts Instant Access £ 4,920.42

Number one £ 7,288.39

* 1. Paid out Community First insurance £ 267.57

Hawthorns (audit) £ 55.00

First Responder vehicle £ 2600.00

Book keeping/payroll £ 132.00

Torr Garage MOT £ 54.85

DALC annual subs £ 85.74

* 1. Paid in April car parking box £ 50.74

Western Power wayleave £ 14.11

Cllr Jeffery proposed that CPC finances be noted and payments made, seconded by Cllr Johnston.

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

* Hedges Northern Town – report to DCC
* Tree on triangle to Woodcombe Lane – Cllrs Jeffery and RJJ Tucker to deal with.
* Defibrillator – Tim Johnson has had a look and it is not operational, and will be moving to the Hall. Clerk to find out costs to consider purchasing further defibrillators. Add to June agenda.

1. **Public Participation** – B Jeffery noted the potholes along Broad Road still, despite the extra funding from government and the recycling skip for cans has gone? V Tucker asked if the Loddiswell and Halwell road closure would be concurrent? No, the Loddiswell closure has been postponed. R Bunn asked if the road works were publicised (on the DCC website), and the Halwell repair should have been done earlier.
2. **Next meeting** 5 June 2023

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

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

Date 05.06.23