

## CULMSTOCK PARISH COUNCIL

Website: [www.culmstock-pc.org.uk](http://www.culmstock-pc.org.uk)

Chairman: Lizzie Jones.

Clerk: Melanie Shore.

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**Notice of a meeting of the Parish Council to be held on Wednesday 9<sup>th</sup> February 2022 in Culmstock Village Hall at 7pm.** Members of the Public are welcome to attend and may address the Council at the start of the meeting. To ensure that the meeting runs as smoothly as possible, anyone wishing to speak, should endeavour to notify the Clerk by noon on the day of the meeting. This is to ensure that the layout of the room is set up to accommodate all present safely. If you feel unable to attend in person but would like to speak please contact the Clerk. At the discretion of the Chairman, the democratic period is limited to 15 minutes, and individuals may be limited to 3 minutes. No decision can be taken on issues raised within Public Question Time unless the matter is already an item on the agenda.

**To Members of the Council:** You are hereby summonsed to the join the above meeting for the purpose of transacting the following business.

### AGENDA

1. Democratic Period.
2. Apologies: Cllrs. Mrs J Zebedee.
3. Co-option of a Parish Councillor.
4. Declarations of Interest.
5. Approval of Minutes: of the meeting of the Parish Council held on 12/01/22.
6. Matters Arising.
7. **Planning and Planning Correspondence/Information.**
  - 7.1 Applications to be considered.
    - [22/00168/CLU](#) Certificate of Lawfulness for continued use of 2 residential flats at first floor level in breach of condition 4 planning permission 97/01235/FULL restricting the use of the building/premises for research and development in support of food and agricultural production for a period in excess of 4 years. Culmstock Technology Centre Culmstock, EX15 3LA.
    - [22/00024/FULL](#) Change of use of hotel (Use Class C1) to residential dwelling (C3) and use of annexe as holiday let. The 17th Century Hotel, Burlescombe. EX16 7JY.
    - [22/00075/FULL](#) Change of use from Church (Class D1) to commercial, business and service (Class E). The Methodist Church, Millmoor, Culmstock. EX15 3HA.
  - 7.2 Results of applications from Mid Devon District Council.

For information only: To note that the following application has been withdrawn - [21/02165/LBC](#) Listed Building consent for erection of garage and workshop to replace existing shed. Bridge House, Culmstock. EX15 3JJ.
  - 7.3 MDDC - [Plan Mid Devon Issues Consultation Regulation 18.](#)
  - 7.4 Housing Needs Survey.
  - 7.5 Any other planning matters.
8. **Finance.**
  - 8.1 To note the bank balance as at 31/01/22 - £40,447.77.
  - 8.2 To resolve to make payments:
    - Chq 1639 £ 20.50 SMA Services Ltd. Payroll provider.
    - Chq 1640 £ 725.11 Clerk salary & expenses.
    - Chq 1641 £ 175.87 Parish warden salary & expenses.
    - Chq 1642 £ 150.00 Blackdown Hills Parishes Network. Annual subscription.
    - Chq 1643 £ 100.00 Citizens Advice Torridge, North, Mid & West Devon. Donation.
    - Chq 1644 £ 100.00 Blackdown Support Group. Donation.
    - Chq 1645 £ 16.00 Culmstock Village Hall. Room hire.
    - Chq 1646 £ 151.97 MDC Export.

**Finance continued:**

- Chq 1647 £ 11.97 South West Water. Cemetery water.
- Chq 1648 £ 60.00 Shiny Happy People Services Ltd. Fire Risk Assessment re: pavilion and BBQ huts.
- Chq 1649 £ 8.33 Devon Association of Local Councils. Publications.

**8.3** DCF Household support grants.

**8.4** Any other financial matters.

**9. Reports.**

**9.1** The Clerk.

**9.2** Highways.

**9.3** Any other reports.

**10. Collier's bridge project.**

**11. Culmstock Play Area and Pavilion.**

**11.1** Annual Fire Risk Assessment Review.

**11.2** Any other matters.

**12. Culmstock Cemetery.**

**12.1** Mapping system: Cllr. Miss Jones & the Clerk.

**12.2** Any other matters.

**13. Parish Benches.**

**14. [MDDC Parish Review.](#)**

**15. Airband Presentation.**

**16. Advisory/Working Groups - to appoint Cllr. Doody.**

**17. Correspondence & Consultations.** Thank you from CHAT. [MDDC: Tiverton Neighbourhood Plan Neighbourhood Planning \(General\) Regulations 2012 \(Regulations 15& 16\).](#)

**18. Items for information, future agenda items, and future meeting dates.** 09/03/22, 12/04/22.  
Maintenance Contract.

**COVID-19 Individuals must not attend a meeting if they are displaying any COVID-19 symptoms, or have been in close contact with anyone that has COVID-19.**

*Culmstock Village Hall has an NHS QR code to support test and trace and attendees are encouraged to register using this app. The Clerk will not provide any papers - the agenda is available electronically and individuals that wish to refer to the agenda must do so via their own device or bring their own printed copy which must be taken away by the individual at the end of the meeting. Do not share items such as devices or pens. Attendees should maintain a degree of social distancing where practical including seating arrangements. Users should stack away their own chair & wipe down. The wearing of face masks is advised upon arrival and exit and whilst moving around the hall.*