

## CULMSTOCK PARISH COUNCIL

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

Chairman: Lizzie Jones. Email: [lizzie@culmstock-pc.org.uk](mailto:lizzie@culmstock-pc.org.uk) Parish Clerk Email: [clerk@culmstock-pc.org.uk](mailto:clerk@culmstock-pc.org.uk)

### Notice of a meeting of the Parish Council to be held at 7pm on Wednesday 10<sup>th</sup> April 2024 in Culmstock Village Hall.

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. 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 the Democratic Period unless the matter is already an item on the agenda.

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

### AGENDA

1. Democratic Period.
2. Apologies: Cllrs. Miss L Jones, Mrs J Saunders and Sarah Leppard.
3. Declarations of Interest.
4. Approval of Minutes: of the meeting of the Parish Council held on 13/03/24.
5. Matters Arising.
  
6. **Planning and Planning Correspondence/Information.**
  - 6.1 Applications to be considered:  
[24/00243/FULL](#) Erection of a dwelling utilising the Class Q fallback position 22/00383/PNCOU. Farm Building at NGR 309750 112984 (North East of Pilemoor) Uffculme Road, Culmstock.
  - 6.2 Results from Mid Devon District Council.  
[-24/00236/CLP](#) Certificate of lawfulness for a proposed rear dormer. Fir Cone, Culmstock. EX15 3JX.
  - 6.3 Viewing of Planning Applications at monthly meetings.
  - 6.4 Any other Planning Matters.
  
7. **Reports.**
  - 7.1 The Chairman/Vice-Chairman.
  - 7.2 The Clerk.
  - 7.3 P3/Footpaths and/or Access.
  - 7.4 Highways.
  - 7.5 Any other reports including reports from DCC & MDDC Councillors.
  
8. **Finance.**
  - 8.1 Finance report: To note the bank balance as at 31/03/24 - £41,617.83. Credits: £500 in respect of cemetery fees on 08/03 and £600 on 25/03. Direct Debits: Nest 110.15 on 05/03 & £100.08 on 28/03. ICO Subscription £35 on 11/03.
  - 8.2 To resolve to make payments:
    - Chq 1913 £ 34.94 SMA Services. Payroll provider.
    - Chq 1914 £ 820.80 Countrywide Grounds Maintenance Ltd. Maintenance contract.
    - Chq 1915 £ tbc Clerk - salary & expenses.
    - Chq 1916 £ tbc Parish warden - salary & expenses.
    - Chq 1917 £ 72.00 Shiny Happy People Services Ltd. Fire Risk Assessment Review.
    - Chq 1918 £ 412.72 MDDC. Supply and installation of dog bin outside of play area.
    - Chq 1919 £ 50.40 Eagle Plant. Fencing hire.
    - Chq 1920 £ tbc HMRC (quarterly payment).
  - 8.3 Updated estimate from T K Play Ltd., for maintenance works at the play area following the annual inspection.
  - 8.4 To note the invoice from the Devon Association of Local Councils.
  - 8.5 To note the bank interest for 2023-24.
  - 8.6 Income and Expenditure and bank reconciliation as at 31/03/24.
  - 8.7 Any other financial matters.

**9. Culmstock Play Area and Pavilion.**

- 9.1 Maintenance works.
- 9.2 Fire Risk Assessment Report and Review of Fire Safety Policy & Procedure.
- 9.3 Public Space Protection Order.
- 9.4 Any other matters.

**10. Culmstock Cemetery.**

- 10.1 Public Space Protection Order.
- 10.2 Any Other Matters.

**11. Countrywide Grounds Maintenance Ltd.**

- 11.1 Update following recent site meeting.
- 11.2 To confirm costs for Year 3 of Maintenance Contract (2024/25).
- 11.3 Quotation to supply and install benches.

**12. Defibrillator located at Culmstock Village Hall.**

**13. Annual Parish Meeting - Wednesday 8<sup>th</sup> May 2024.**

**14. Survey of Parish Noticeboards.**

**15. General maintenance of Collier's Meadow.**

**16. Correspondence & Any Consultations.**

- Response from the Protected Landscapes Senior Advisor of the Landscape, Heritage & Geodiversity Team at Natural England reference letter regarding Culmstock and the Blackdown Hills National Landscape (BHNL).
- Letter from parishioner regarding building works following lawful development certificate.

**17. Items for information, future agenda items, and future meeting dates.** Next meeting - 15/05/24.