

HITTISLEIGH PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Wednesday 20th March 2024 in the village hall

Present: Cllrs Chris Dack, Madeleine MacDonald, Andrew Shervington, Mike Tootell, Beryl Watson; Cathy Wetherden; Ruth Curtis (clerk) and two members of the public

Prior to the start of the meeting, the declaration of acceptance of office was signed by Cllrs McDonald and Tootell.

1. Public discussion time – a new planning application for a two-bedroom cabin for ancillary accommodation for family and for visiting artists was discussed.
2. Apologies – Cllr Chidley; DCCllr Frank Letch; MDDCllr Martin Binks and MDDCllr Sandy Chenore
3. Declarations of interest - none
4. Meeting of the parish council meeting 31st January 2024 were approved and signed as a correct record.
5. Matters Arising
 - 5.1 Defibrillator – Cllr McDonald will ensure the defibrillator is also registered on The Circuit (National Defibrillator Network) as well as SWASTS (Southwestern Ambulance Service NHS Trust). What3words to be added to the note on the defib. The VETS system still needs new volunteers – Cllr Dack to organise. Cllr MacDonald will run a training session in May/June – date tbc.
 - 5.2 Highways
 - 5.2.1 Drains – it is good to see the blocked drain now cleared in the village. The clerk to follow up re: blocked drain at West Studham (Crediton Hamlets) with the owners and Crediton Hamlets Parish Council.
 - 5.2.2 Potholes – on road to Bereford (spelling) and directly outside Mapstone needs reporting. A parishioner had broken their ankle in one pothole. The lane down to Parsonage Farm is also deteriorating. All to report on DCC site.
 - 5.2.3 Mud on road – following the recent flurry of tractor and tanker movements, the road from Dennis Down to Swallow Tree has not been cleared as expected. Some of the verges have also been damaged and lots of stones have been forced into the road. The stretch of road just before Eastwood Farm towards Swallow Tree Cross is also very messy and the mud quite thick in places. It was resolved to ask the clerk to write a letter to follow up with those responsible.
 - 5.3 Emergency Plan – Cllr Watson to send out the audit survey via the village hub and a paper version will be made available. Cllrs thanked Cllr Weatherden for her offer of mobility equipment for community use and it was resolved to include this in the emergency plan. Cllr Watson will work on revising the updated plan in the meantime.
 - 5.4 2023/24 internal audit – to appoint an internal auditor. It was resolved to appoint a new internal auditor as may be needed and for the clerk to arrange.
 - 5.5 Governing documents for annual review: financial regulations; risk register; statement of internal control – it was resolved to make the minor changes discussed for consistency of language and dates.

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- 6 District and County Councillor reports – councillors were at the MDCC State of the district debate so no new reports. DCllr Letch’s report had been circulated and was read out. MDDClr Chenore is hoping to attend the next village market.
- 7 Planning matters – Councillors further discussed the forthcoming planning application presented by the member of the public in the public discussion time which is yet to appear on the planning portal. It was very welcome to have the background and details and an opportunity to ask questions. Councillors resolved to ask MDDC for an update on enforcement matters within the parish.
- 8 Payments – it was resolved to make the following payments:
 - 8.1 Community Heartbeat Trust annual defibrillator support fee £162
- 9 Correspondence
 - 9.1 For response – it was resolved to request a copy of the free portrait of King Charles III.
 - 9.2 For information – Cllr Watson to explore funding possibilities for a community space.
 - 9.3 New correspondence – there was no new correspondence.

The next meeting is Wednesday 15th May 2024 (Annual Parish meeting followed by the Annual Parish Council meeting). All welcome