

Minutes of the Annual Meeting of Silverton Parish Council
held Monday 9th May 2022 at 7.30 p.m. in the Silverton Community Hall

Present: Parish Cllrs A Melville, F Derbyshire, S Cross, K Faulhaber, J Wright (also as District Cllr), V Maylan, E Trebble, S Hedges, O Kennard and Vincent Miller

County Cllr M Squires & District Cllr B Deed

Minute 113506 **To note any Declarations of Interest**

None received

Minute 113507 **To note any apologies**

None

The Chairman reported that Cllr Derbyshire would be retiring from the Parish Council at the end of the meeting and he expressed the Council's thanks for her service on the Parish Council including when she served as Vice Chairman

Minute 113508 **Election of Chairman**

Cllr Maylan proposed Cllr Melville be appointed Chairman for the forthcoming year. Cllr Cross seconded the proposal. A vote was taken with all Councillors in favour.

Minute 113509 **Election of Vice Chairman**

The Chairman proposed Cllr Cross be re-appointed Vice Chairman. Cllr Trebble seconded the proposal. A vote was taken with all Councillors in favour.

Minute 113510 **Election of Committee/Representatives on Local Organisations:**

(a) **Planning Committee**

The Chairman pointed out that there was currently a notional Planning Committee consisting of Cllrs Faulhaber, Cross and Maylan. Cllr Derbyshire proposed the Committee be re-elected. Cllr Wright seconded the proposal. A vote was taken with all Councillors in favour.

(b) **Representative on Community Hall Management Trust**

The Clerk confirmed she had spoken with Mrs Barrett who was willing to continue as the Parish Council's representative on the Trust. The Chairman proposed Mrs Barrett be re-elected. Cllr Cross seconded the proposal. A vote was taken with all Councillors in favour.

(c) **Footpath Committee**

Cllr Derbyshire gave a brief resume of the role. She stated she had walked all the footpaths/bridleways once a month and reported any problems to the Footpath Officer at DCC. Cllr Kennard confirmed she would be willing to take on the role and Cllr Derbyshire proposed she be elected Footpath Officer. Cllr Maylan seconded the proposal. A vote was taken with all Councillors in favour.

(d) **To note representatives on Richard's Educational Charity and Silverton Parochial Trust**

Richard's Education Charity – the Parish Council's representatives were Mr Geoffrey Knowles and Mrs Jill Payne.

Silverton Parochial Trust – the Parish Council’s representatives were Mr James Blackburn and Cllr Vicki Maylan.

Cllr Maylan stated she was happy to continue in her role. She felt that Mr Blackburn may not be aware, since she was elected a representative, that he was also a Parish Council representative. The Clerk will contact Mr Blackburn to clarify if he was willing to continue to be a Trustee on behalf of the Parish Council.

The Chairman proposed Cllr Maylan continues to be Trustee on behalf of the Parish Council and to defer the decision regarding Mr Blackburn until the Clerk has made contact with him. Cllr Cross seconded the proposal. A vote was taken with all Councillors in favour.

Minute 113511

Meeting open to any questions from members of the public – 10 mins

Mr Duncan Harrington informed the meeting he had given the Clerk a cheque this evening in the sum of £30,000.00 on behalf of the Silverton Parochial Trust as a contribution towards new play equipment.

He confirmed a Street Party for the Queen’s Platinum Jubilee would be held on 3rd June and a Road Closure had been put in place to facilitate this. It was confirmed the Parish Council had received a copy of the Notice which had been circulated to Councillors.

Mr Harrington stated that there was an item on the Agenda re Chitterleigh and he wished to address his comments to County Cllr Squires. He said he lives in a lane from Chitterleigh Business Centre to the woods where commercial logging has been taking place. All the timber was brought down the lane on vast lorries which are too large for the lane and these have done untold damage to the lane including taking out the verges, damaging trees and damaging the sides of the lane. Mr Harrington stated the lorries are roadworthy but he feels this does not give them the right to cause such extensive damage and he invited Cllr Squires and District Cllr Deed to carry out a site meeting which they both agreed to do. County Cllr Squires stated when she carried out a site visit originally with the Local Neighbourhood Officer it was wet and it was in a bad condition at that time. Cllr Faulhaber informed the meeting that loggers had done exactly the same where he used to live, smashed banks and the roads were in a bad condition and no action was taken by the local Council.

County Cllr Squires stated when she meets with the Local Neighbourhood Officer to discuss outstanding issues they would be willing to meeting with Councillors to have a discussion and she hoped this may be before the end of the month. Cllr Wright queried whether this meeting could be opened up to members of the public as there are concerned in the Parish regarding speeding etc. County Cllr Squires confirmed she would not be willing to open up the meeting to Parishioners as the Parish Council are the elected body to represent parishioners and they can bring forward any matters of concern. Cllr Wright stated he felt DCC Highways are not supporting open space within villages/parishes since COVID.

County Cllr Squires confirmed Devon County Council do not provide white lining on narrow roads. Yellow lining is agreed on an annual basis.

Mr Wise confirmed Babylon Lane remain in an appalling state. The potholes are large and still no action has been taken by Devon County Council. He stated that traffic within in the

village is bad and he asked if any action is likely to be taken for additional parking The Chairman confirmed there were currently no plans for additional parking but this issue is considered within Action Plan and his points had been noted

Minute 113512 **Minutes of the meeting held on the 4th April 2022**

Cllr Cross proposed the Minutes of the meeting held on the 4th April 2022 be accepted as a true record. Cllr Derbyshire seconded the proposal. A vote was taken with 7 in favour and 3 abstentions. Sarah proposes.

Minute 113513 **Review of Action Plan**

Banking system – It was noted that since the retirement of Cllr Roach a fourth signatory would be required. The Chairman proposed Cllr Kennard be a signatory to the Parish Council Bank Account. Cllr Cross seconded the proposal A vote was taken with all Councillors in favour.

The Clerk stated that Lloyds Bank do not provide application packs to open a new business account and this must now be done on line which generates all the necessary forms for the signatories to complete and they can then visit the Bank with their necessary ID at their own convenience. The Clerk and Chairman will be meeting to try and arrange for the new account to be opened.

Task Group re traffic – to be re-considered after a meeting with County Cllr Squires and the Local Highway Officer

Park Road – this remains an on-going issue and no update available as yet from DCC

Goal posts – these have now been installed.

Litter bin – Cllr Maylan confirmed the recycling bins are being used and at times are overflowing.

Queens Canopy – Cllr Faulhaber confirmed he had looked at the scheme but feels it is not appropriate for Silverton as the trees are too small, not the right species and the Scheme does not provide after care. An email report from Cllr Faulhaber had been circulated to all Councillors prior to the meeting. Cllr Cross stated that two Parishes in the Raddon Hill Committee had planted single trees and she felt it would be beneficial to monitor how they grow before the Parish Council makes a decision. It was agreed this would be an item on the Action Plan to follow up.

Action 12 (Play Equipment in the Village) to be deleted from the Action Plan as this is now addressed as an Agenda item each month

No Dog Signs. It was stated that these were an eyesore and should be taken down immediately. Cllr Faulhaber proposed the Clerk ask the Contractor to remove the “No dog” signs. Cllr Miller seconded the proposal. A vote was taken with all Councillors in favour. A discussion arose regarding professional “no dog” signs but the Chairman pointed out this will have to be subject to a budget review.

Cllr Hedges offered to create a Facebook for the Parish Council which was accepted.

Play equipment repairs – an email had been received relating to the quotation given by Sutcliffe which stated the Company would be looking to the Parish Council for payment of parts they had obtained which the Parish Council no longer required. The Chairman proposed the Clerk, after liaising with the Chairman, respond to Sutcliffe clarifying our position with them. Cllr Maylan seconded the proposal. A vote was taken with all Councillors in favour.

Cllr Cross confirmed a Queen's Platinum Jubilee Street Party would be taking place on 3rd June between 2-4p.m. by Little Rec and leaflets are being distributed. The Committee are keen to have volunteers for food and assistance on the day. The Jubilee Beacon would take place on 2nd June and would be lit at 9.45 p.m. Shuttle arrangements from the Square to the Beacon are being put in place. Cllr Cross stated that disappointingly no responses had been received to an appeal on the Silverton Community Facebook for assistance.

"20 is plenty" – Cllr Wright had circulated to all Councillors a draft of a potential design for the notices. County Cllr Squires confirmed the design is not appropriate. Cllr Wright confirmed the provider of the sign is enthusiastic but he will have to go back to drawing board and any ideas will be forwarded to County Cllr Squires for approval. A query arose as to whether any "slow down don't kill a child" signs can be placed on speed limit posts. County Cllr Squires will enquire and report back.

Mini Market – Cllr Derbyshire gave a report of the issues highlighted at the May Mini Market.

- (a) A member of the public who lived on School Road complained re the speed of traffic and disregard for pedestrians where there is no pavement and wanted to know what the Parish Council were going to do. She had suggested a digital speed sign but Cllr Derbyshire had pointed out this had been discussed previously and proved to be cost prohibitive.
- (b) 2 comments had been made regarding removal of hedges in the Recreation Field and the effect this had on wildlife. Cllr Derbyshire had reassured both members of the public the Council had simply removed the overgrowth and no hedges had been removed. She had stated she would raise at the meeting as to whether some further tree planting on the Recreation Field was a viable option. There was also a tree stump which had been left on the path to the skate park which was both unsightly and dangerous. Clerk to ask Parsons for a quote to remove this.
- (c) Many compliments were received relating to the upgrade of the Recreation Field/Play Areas although an elderly lady had shared her concerns that sufficient thought had not been given to adults who were elderly, disabled or have visual impairment. She had stated that the picnic benches were not accessible to this group of people who would also find the pergola difficult and somewhat isolating. Cllr Derbyshire had confirmed she would ask the Council to look into having an accessible table and chairs for the elderly/disabled or someone with visual impairment. The lady also stated that a bench had been removed in the area of the new gym equipment which had been very welcome for her and others walking to and from the village.
- (d) A young couple had stated they were pleased that some of the broken equipment in the Children's Play Area was being removed or repair and hand rails on the steps were being installed. They had been travelling to Pinhoe as they had considered Silverton' play area to be dangerous. One remaining concern to them was a metal bar on the climbing frame which caused of their children to bang their head.

- (e) Many comments had been received regarding the “no dog” signs with suggestions these be removed and replaced with professional signs.

The Chairman thanked Cllr Derbyshire for her report. It was agreed the Big Reg Committee would consider the comments made in relation to the Recreation Field/Children’s Play Area.

Minute 113514 **Discussion with District Councillors J Wright and B Deed on any relevant issues**

County Cllr Squires indicated she would be willing to give a Locality Grant of £200.00 towards a bench which was suitable for elderly/mobility issues. She confirmed there was a shortage of social workers/ carers which is also nationwide.

Cllr Wright asked if schools are recycling? County Cllr Squires will raise this point with the Educational Committee.

The Chairman reminded Councillors that any highways issues they have should be sent to the Clerk who will then forward these to County Cllr Squires for consideration – they should not be sent direct to the Local Highways Officer.

District Cllr Deed confirmed over 80% of the £150 Council Tax rebate had been refunded to individuals. MDDC were having a system in play to check premises to ensure these were suitable for any Ukrainian refugees –MDDC AGM was to be held on the 11th May. Cllr Deed was Chair of the District Forum and there was to be a meeting shortly with the Deputy Leader of DCC and Care in Community and he was going to ask how the 8 Districts could possibly help in terms of getting carers and also what could be done for unpaid carers some of which are children.

Cllr Cross asked District Cllr Deed what resources did MDDC have to prevent fly tipping as she had noticed fly tipping currently. She stated MDDC are very good at attending when any fly tipping issues are reported.

District Cllr Wright reported that Silverton did not receive any charging points in the recent round of grants which went to Cullompton, Tiverton and Crediton. He confirmed he would continue to chase this issue and is trying to establish from MDDC if they would employ private contractor to instal points. Parish Boundary Review – first consultation - no amendments for Silverton but possibly Stockwell on the road to Bradninch may be included in the Silverton Parish. Cllr Cross indicated members of the Raddon Hill Group had reported similar issues with regard to charging point and she had asked the Clerk to place this as an Agenda Item for APA.

Minute 113515 **Planning**

Cllr J Wright took no part in the following planning discussions as he is a District Councillor for the Ward and wishes to remain independent of the Parish Council so as to be able to represent parishioners if asked

(a) Applications:

22/00688/HOUSE – erection of single storey extensions following demolition of existing lean to structure (Revised Scheme) – **32 Ellerhayes, Hele**

Cllr Faulhaber proposed the Parish Councils supports the above application. Cllr Cross seconded the proposal. A vote was taken with 9 in favour – Cllr Wright did not vote.

22/00843/FULL – Erection of an agricultural storage building – land adjacent to the Telecommunications Mast, Silverton

The Chairman proposed the Parish Council supports the above application. Cllr Derbyshire seconded the proposal. A vote was taken with 4 in favour and 5 abstentions.

(b) Approvals / Refusals by MDDC

NO OBJECTION by MDDC to the intention to fell a hedge of Conifer trees within Conservation Area – **The Old Police House, 2 Parsonage Lane, Silverton**

NO OBJECTION by MDDC to the notification of intention to reduce crown by 1/3rd, remove dead branches and remove low branches overhanging boundary of 1 apple tree within Conservation Area – **Orchard House, 18A Applemede, Silverton**

FULL PLANNING PERMISSION for erection of single storey extensions, garage, store and garden room; alterations to roof to provide first floor accommodation to include installation of dormer windows – **Little Pitt, Silverton**

REFUSAL of FULL PLANNING PERMISSION for erection of two-storey extension and single storey annexe extension – **Holmcroft, School Road, Silverton**

FULL PLANNING PERMISSION for the erection of first floor rear extension -**6 Newcourt Road, Silverton**

(c) Any other Planning matters

None

Minute 113516 Finances

(a) Monthly invoices

- (i) Chq No: 002628 - Mrs S Woodland – Clerk’s wages (£631.99)
- (ii) Chq No: 002629– Mr D Marsden – Contractor’s monthly invoice (£300.00)
- (iii) Chq No: 002630 – Ke Pring – installation of goal posts and relining football pitch (£700.00)
- (iv) Chq No: 002631 – Thomas Westcott – accountant’s annual fee (£210.00)
- (v) Chq No: 002632 – Parson’s Landscapes Limited – grounds maintenance (£2,704.80)
- (vi) Chq No: 002633 – R&H Roofing Services Ltd – repair works to Old Fire Station (£5,796.00)
- (vii) Chq No: 002634 – Parsons Landscaping Limited – April grounds maintenance (£784.00)
- (viii) Chq No: 002635 – Information Commissioner – annual fee (£40.00)
- (ix) Chq No: 002636 – Eon Next – electricity (£32.02)

The Chairman proposed the above invoices be accepted for payment. Cllr Faulhaber seconded the proposal. A vote was taken with all Councillors in favour.

(b) Other financial matters

(i) Consider recommendations from Big Rec Project re additional play equipment for Children's Play Area in light of comments made at recent Consultation

Cllr Maylan had prepared an overview report which had been circulated to all Councillors prior to the meeting.

The Chairman gave a resume of the report and reminded Councillors Phase 1 of the project had previously been approved and the works have commenced. The funds for this Phase are via the Viridor grant.

Phase 2 consists of the play equipment listed in the email circulated together with the hand rails adjacent to the steps into the Children's Play Area. These works are being funded in principle from the grant received from Silverton Parochial Trust Grant. Any shortfall could be met by the S106 monies which have already been allocated for play equipment. To apply for the S106 monies a 12 page form has to be completed, 3 quotations supplied together with supporting email from our District Councillor to confirm his support for the project and an email from the Clerk to confirm the monies can be utilised for this project.

The Chairman proposed the Parish Council accept the quote dated 19.4.2022 from Rhino Play and numbered QU1202 in the sum £34,328 but with the exception of the Broadclyst Tractor at a sum of £6,239.00 giving a revised quotation of £28,089.00. Cllr Cross seconded the proposal. A vote was taken with all Councillors in favour.

The Chairman also proposed the Parish Council accept the quote dated 6.4.2022 from Rhino Play for the provision of the handrails in the sum of £1492.00 and numbered QU1182. Cllr Wright seconded the proposal. A vote was taken with all Councillors in favour.

The Chairman further proposed that on receipt of confirmation that the S106 monies amounting to a total £7,265.05 are approved that without the need to come back to a meeting the Broadclyst Tractor in the sum of £6,239.00 can be commissioned. Cllr Maylan seconded the proposal. A vote was taken with all Councillors in favour.

Cllr Maylan explained that she had been asked to provide a deposit of £16,853.00 + VAT to Rhino Play. The Chairman proposed the deposit be paid. Cllr Cross seconded the proposal. A vote was taken with all Councillors in favour.

(ii) Review of S106 funds available for Big Rec Project

Cllr Cross explained the only way to access outstanding S106 monies relating to the area between the flats and the Children's Play Area was a formal Variation of the original S106 Agreement. An approach will be needed to MDDC for a Variation of the Agreement. Cllr Maylan proposed that Cllr Cross seek additional legal advice as to who the parties to the Deed of Variation should be after which Cllr Cross will then contact MDDC. Cllr Derbyshire seconded the proposal. A vote was taken with all Councillors in favour. seconds. Unanimous.

(iii) Consider quotation from Evolution Skate Parks re annual maintenance inspections

A copy of the quotation in the sum of £595.00 per assume had been circulated to all Councillors. Cllr Maylan proposed the Parish Council accepts the quotation but as an inspection had been carried out this year Evolution Skate Parks be asked to defer any further inspection until March

2023. Cllr Derbyshire seconded the proposal. A vote was taken with all Councillors in favour.

(iv) Consider Thomas Westcott annual fees of £215 + VAT for financial year to 5 April 2023

The Chairman proposed the Parish Council accepts the annual fees for financial year to 5th April 2023 in the sum of £215.00 + VAT. Cllr Cross seconded the proposal. A vote was taken with all Councillors present in favour.

(v) To note receipt of part payment of Precept in sum of £17,890.68

Noted

Minute 113517 **Update by Chairman of Big Rec Project**

Cllr Maylan confirmed the Adult Gym Equipment had now been installed and felt the Parish Council should instal some signs informing members of the public they use it at their own risk. Cllr Cross pointed out a lot of effort had gone into providing this equipment and therefore the Working Group would appreciate parishioners treating this with respect. Agreed a note should be included in the Parish Newsletter. Cllr Maylan stated she had enquired regarding hard standing around the Adult Gym Equipment and had been informed this could be put in at a later date if funding permitted. She confirmed she was asking Rhino Play if signs should be erected.

With regard to insuring the new equipment Cllr Maylan confirmed the Clerk had made enquiries of the Council's insurers who have asked for details of the new equipment together with costings. She will liaise with the Clerk in order that the relevant details can be submitted to the insurers with a view to obtaining a quotation for the additional insurance. The Clerk stated the additional insurance would be an "all risks" insurance which includes fire, theft and vandalism.

With regard to the marking of the football field, Cllr Wright informed the meeting he felt the area look far tidier when marked and this gave the football field some structure. A general discussion arose after which Cllr Wright proposed the lines are re-marked after each grass cut in the sum of £25.00 per cut. Cllr Hedges seconded the proposal. A vote was taken with 3 in favour, 5 against and 2 abstentions. The proposal was therefore defeated.

Minute 113518 **To note March Play Equipment inspection by MDDC**

Noted

Minute 113519 **Update by Chairman of Sub-Committee re Old Fire Station**

Cllr Wright had circulated an update prior to the meeting but confirmed this did not include comments made at the recent Mini Market consultation. He confirmed only 27 responses had been received. It was agreed this item be placed on the Agenda for June.

Minute 113520 **Neighbourhood Plan update**

Cllr Kennard confirmed the Committee was still updating the Neighbourhood Plan.

Minute 113521 **Police Neighbourhood Engagement Plan**

A letter had been received from Tiverton Neighbourhood Policing Team which gave a link to an interactive crime map which details levels of crime in each area. The Parish Council were also invited to examine the collision data record in order that Councillors can consider how localised

policing resources are spread between road policing and responding to matters such as domestic abuse, sexualised dangers to young people and the exploitation of the vulnerable and modern slavery. An offer was made for a Councillor to accompany officers on a patrol and Cllr Miller confirmed he would like to accept this offer.

Minute 113522 **Footpath 9 (Park Road to Livinghayes) – requested by Cllr Derbyshire**

Cllr Derbyshire confirmed Footpath 9 ran from Park Road up over the field and into Livinghayes and was probably the best footpath in village. The landowner had previously submitted an application to change the access which had been agreed. Cllr Derbyshire indicated that a couple of weeks ago she was upset to find that she had fenced part of the footpath resulting in two people now being able to pass side by side. She said she had sent an email to Richard Spurway at Devon Highways and had received a response that he had contacted the land owner who has agreed to level the path, square the base of the hedge and will run plain wire on the inside instead of barbed wire. It is hoped the works will be completed within the next month.

Minute 113523 **Correspondence**

(a) To consider email from Mr Haynes re current parking restrictions in Silverdale

An email had been received, and circulated to all Councillors prior to the meeting, from Mr Haynes regarding current parking restrictions in Silverton. After discussion Cllr Derbyshire proposed the Parish Council supports Mr Hayes' comments. Cllr Cross seconded the proposal. A vote was taken with 9 in favour and 1 abstention.

(b) To note email from Nikki Bailey re state of area surrounding Clothes Bin (forwarded to MDDC)

The email received from Nikki Bailey had been circulated to all Councillors prior to the meeting. The Clerk confirmed the email had been forwarded to MDDC and District Cllr Wright as the Clothes Bin was situated on MDDC land.

(c) To note email from Mr H Parking re condition of lane leading from Chitterley Farm United to woods immediately below Southcombe Bungalow

The email from Mr Parking had been circulated to all Councillors prior to the meeting and the comments made by Mr Harrington in the public section of the meeting had been noted.

(d) Tiverton Pannier Market – invite to Platinum Jubilee Event

Noted

(e) To note Road Closure notice re Silverton Street Market – 8th August 2022

Noted

Minute 1134524 **Matters brought forward by the Chairman**

No matters were brought forward

Meeting closed at 9:47 p.m.