

**Minutes of the meeting of Silverton Parish Council**  
**held Monday 9<sup>th</sup> January 2023 at 7.30 p.m. in the Silverton Community Hall**

**Present:** Parish Cllrs A Melville (Chairman), S Cross, K Faulhaber, J Wright, O Kennard, V Maylan, E Trebble & S Hedges

County Cllr Margaret Squires

2 members of the public attended

**Minute 113642**      **To note any Declarations of Interest**

Cllr Kennard declared a personal interest in the Planning Application relating to Oak Meadow and signed the Declaration of Interest Book

**Minute 113643**      **To note any apologies**

None

**Minute 113644**      **Meeting open to any questions from members of the public – 10 mins**

The Applicant of the planning application relating to Oak Meadow attending the meeting together with one other . She confirmed she had attended to see if any Councillors wanted any further details in relation to the current planning application which the Parish Council were to consider at this meeting. Cllr Faulhaber asked if any work had already been started and the Applicant confirmed it had not. Cllr Maylan stated she had concerns regarding the treatment plan which was not in the application. The Applicant confirmed the Council had carried out a site visit. There had been a compost toilet since they had lived there which had been very successful She has been told that any waste can go straight into the stream which she felt was amazing but she confirmed she would not be doing that. The Chairman pointed out that in a previously granted application one of the mobile homes had been granted for the life term of family. The Applicant confirmed her parents were still alive and lived in the mobile home. She stressed the application is not for the extended family but for herself and her family. There are 3 independent spots which will remain on site but which are not included in the application.

The Chairman thanked the Applicant for attending the meeting.

**Minute 113645**      **Minutes of the meeting held on the 5th December 2022**

The Chairman proposed the Minutes of the meeting held on the 5<sup>th</sup> December 2022 be accepted as an accurate record. Cllr Wright seconded the proposal. A vote was taken with all Councillors present in favour.

**Minute 113646**      **Review of Action Plan**

2 – online banking - the correct software had now been downloaded

3 – S106 monies – Cllr Cross confirmed she is continuing to try and get MDDC to vary the relevant S106 Agreement in order that the earmarked funds can be spent on other items

4 - Remove

5. – Road repairs between Park Road and Red Cross – it was noted drainage works still need to be completed and County Cllr Squires confirmed she would chase.

6 – Old Fire Station – a response from the Street Market in relation to the draft Licence is anticipated after the next Committee meeting

7 – Tree to commemorate the late Queen’s Platinum Jubilee - On-going

8 – Facebook page – this is now up and running and can be removed from the Action Plan. Clerk to post to Silverton Group saying it is up and running.

9 – ROSPA Reports – this item was considered at the Budget Meeting. Cllr Cross proposed 3 quotations be obtained for the Medium risk matters set out in the Reports. Cllr Maylan seconded the proposal. A vote was taken with all Councillors present in favour

10 – “20 is Plenty” signage - currently on hold

11 – Goalposts - awaiting a response

12 – Jubilee Beacon refund of 50% of cost – Cllr Cross was awaiting a response

13 – Replacement bin liners – the square liners remain out of stock

14 – Removal of rubble from behind Old Fire Station – the Clerk was awaiting confirmation of a start date

15 – RBL Seat in Little Rec – on the Agenda

16 – Cobbled Path – agreed at the Budget Meeting no further action to be taken until such time as the Parish Council heard from a Volunteer Group with a request for funding.

17 - Revised Stagecoach bus timetable – Cllr Wright asked for this to remain on the Plan for the time being. He said he caught the last bus back from a staff social recently and it was one of the most dangerous walks he had ever done. He had a head torch on flashing mode but the walk still proved very dangerous. County Cllr Squires confirmed she would try to have a discussion with Andrea Davis who is a DCC Cabinet member.

18 – Jubilee Tree – on-going

Cllr Hedges requested that the Action Plan be updated with the correct Councillors, names

**Minute 113647**      **Discussion with District Councillor J Wright on any relevant issues**

County Cllr Margaret Squires stated there was not a lot to report since Christmas. The County Council were short of money and were going through the budget making process and busy trying to present a balanced budget which is difficult. DCC were experiencing problems recruiting (social workers, carers) although this is a National problem. A new Chief Executive would be starting work in the near future.

District Cllr Josh Wright confirmed the District Council also had issues with the Budget and decisions are very difficult as it does not want to drop any services.

**Minute 113648**      **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:

22/02275/FULL – Land at NGR 297588 104319 Christcross, Silverton – siting of shipping container for use as off-grid holiday let

Cllr Faulhaber proposed the Parish Council did not support the above application on the following grounds: (a) there was not an established need (b) the application does not respect the character or appearance of the local area and (c) concerns re disposal of sewage and foul waste. Cllr Cross seconded the proposal. A vote was taken with all 7 Councillors in favour and Cllr Wright not voting.

22/02100/FULL – Oak Meadow, Silverton – erection of detached dwelling following removal of 1 motor home/converted pantehnicon and other associated buildings

Cllr Faulhaber proposed the Parish Council supports the above application. Cllr Cross seconded the proposal. A vote was taken with 5 in favour, 2 abstentions and Cllr Wright did not vote

22/02403/CAT – Ivy Cottage, 28 Fore Street Silverton – notification of intention to remove 3 birch trees, 1 plum tree and 1 apple tree within a Conservation Area

Cllr Faulhaber proposed the Parish Council supports the above application. Cllr Cross seconded the proposal. A vote was taken with 8 in favour and Cllr Wright did not vote.

(b) Approvals / Refusals by MDDC

**APPROVAL** for the erection of a replacement fence, 1 Fore Street, Silverton

**APPROVAL** for the erection of single storey rear extension – 5 Newcourt Road, Silverton

**LISTED BUILDING CONSENT** for erection of single storey extension, blocking up of ground floor entrance door and alterations to first floor layout

**APPROVAL** for the erection of a dwelling and conversion of existing bungalow to workshop/store (Revised Scheme) – 2 Exeter Road, Silverton

**TREE PRESERVATION ORDER** to remove one secondary lower limb towards garage roof and unstable deadwood of 1 Oaktree (T2) protected by TPO 79/00001/TPO – 22 Church Road, Silverton

**APPROVAL** – erection of first floor side extension, the enclosure of the rear space and alterations – 13 Livinghayes Road, Silverton

**TREE REGULATIONS ORDER** – to reduce the overall crown of 1 Scots Pine tree by up to 3m in height and up to 1.5m in spread and reduce the overall crown of 1 Monterey Pine tree by up to 3m in height and up to 2m in spread within the Conservation Area

(c) Any other Planning matters

None

**Minute 113649**      **Finances**

(a) Monthly invoices

Chq 002696 Mrs S Woodland – Clerk’s wages (£691.36) + expenses (monthly Microsoft Charge £11.28 (Dec 2022), Stamps £7.60, Box paper (5 reams) £26.99) = £737.23  
Chq 002697 Mr D Marsden – Contractor’s monthly invoice - £300.00  
Chq 002698 Mr D Marsden – Public Liability Insurance - £259.72  
Chq 002699 HMRC – Clerk’s NI + Income Tax - £362.68  
Chq 002700 E.On Next – electricity to Air Ambulance Landing Site - £17.64  
Chq 002701 Parsons Landscaping Limited – December grounds maintenance - £392.40  
Chq 002702 A Campbell – annual clocking winding payment - £200.00  
Chq 002703 MDDC – second payment re play areas + ROSPA inspections - £216.00  
Chq 002704 E-On Next – electricity £18.23

The Clerk pointed out an invoice had been received from Parsons Landscaping Limited in relation to the December grounds maintenance although the Grass Cutting Specification circulated in February stated the cuts should be between March and October.

The Chairman proposed the above be agreed for payment and the Clerk to contact Parsons to ensure no further work is carried out as per the Grass Cutting Specification. Cllr Kennard seconded the proposal. A vote was taken with all Councillors present in favour.

(b) Other financial matters

(i) Consider letter from Pensions Regulator re re-enrolment and redeclaration of pensions scheme

The Chairman pointed out that every three years the Parish Council has a duty as an employer to offer the Clerk a pension scheme. The Clerk confirmed she did not wish to be enrolled into any such scheme and the Parish Council therefore needs to make a Re-declaration to The Pensions Regulator.

The Chairman proposed the Parish Council submit the Re-declaration to The Pensions Regulator. Cllr Hedges seconded the proposal. A vote was taken with all Councillors present in favour.

**Minute 113650**      **Consider email from Silverton RBL re proposed Licence to site seat in Little Rec**

Cllr Cross confirmed she had met with representatives of the Royal British Legion regarding concerns relating to the way the draft Licence had been drawn. She confirmed the Licence provided was a standard Licence. She stated it does need to be made clear whose responsibility the bench was. The Clerk confirmed the benches in Recreation Field are covered by the Parish Council’s Public Liability as it owns the benches. Cllr Cross pointed out if the Parish Council were to take on responsibility for the public liability insurance liability of the seat this would need to be included in the Contractor’s monthly inspections. As the Licence is currently drafted the RBL has responsibility to maintain the seat. Cllr Cross wondered if the Royal British Legion would consider donating the seat to the Parish Council and then it could be covered by its insurance.

After discussion the Chairman proposed that the Parish Council revert to the Royal British Legion to say the Parish Council will take on the maintenance of the seat if the bench was gifted to the

Parish Council who would give credit to the Royal British Legion with coming up with the design and supply of the seat. Cllr Hedges seconded the proposal. A vote was taken with all Councillors present in favour.

**Minute 113651**      **Consider Objections and Comments and Responses from Neighbourhood Plan Committee & Neighbourhood Plan update**

Cllr Kennard confirmed the Neighbourhood Plan and accompanying documents were approved by the Parish Council at their December meeting. These were now with MDDC who will be putting them out to consultation for six weeks from 18<sup>th</sup> January to 3<sup>rd</sup> March. Hard copies can be viewed at the Tiverton Library, Phoenix House EX16 6SA, Cullompton Library, The Hayridge, Exeter Hill EX15 1DJ and in St Mary's Church Silverton, EX5 4HS, courtesy of the vicar, Mr Kingdom. A copy can also be borrowed from Cllr Kennard on 01392 861273. Online versions are on the Parish Council website via the following link: [www.middevonparish.co.uk/silverton/neighbourhood-plan/](http://www.middevonparish.co.uk/silverton/neighbourhood-plan/)

With regard to the Objections, Comments and Responses it was noted a lot of the comments are "wish lists", are repetitions and a lot of the themes have been considered by the Parish Council and this is reflected in the Action Plan and Budget Meeting Minutes. The Chairman said it was a testament to the depth the Committee had gone to and how the public had responded. When the Parish Council make decisions where possible it is aligning these with the Neighbourhood Plan.

The Chairman confirmed the Parish Council will continue to consider the content of the Neighbourhood Plan in its decisions.

**Minute 113652**      **Annual Review of Standing Orders**

A copy of the current Standing Orders had been circulated to all Councillors prior to the meeting.

The Chairman proposed the Standing Orders are adopted as circulated for the following year. Cllr Cross seconded the proposal. A vote was taken with all Councillors present in favour.

**Minute 113653**      **Annual Review of Asset Register**

It was agreed the Bus Shelter on the A396 should be added to the Register

The Jubilee Gardens should be removed from the Register as this is no longer maintained and has been incorporated back into the Recreation Field

The Ellerhayes noticeboard will need to be included on the Register once in situ

It was agreed to add a footnote confirming that all items are insured but not individually

It was agreed to defer this item to the February meeting in order that the Clerk can insert the relevant purchase prices of all new play equipment.

**Minute 113654**      **Correspondence**

**Correspondence**

- (a) Email from the Raddon Hills Group re meeting to take place on 25.1.2023  
Raddons Hill Group email – ideas for Agenda items for meeting 25.1.2023.

It was agreed to ask if any other Councils had taken up MDDC's offer to take on any discretionary services normally provided by the District Council.

- (b) With regard to an email relating to one of the trees on the Bury which had been received from a Parishioner by Cllr Wright it was agreed to ask Hi-Line to survey the tree to see if any works were required.
- (c) Cllr Maylan stated that Mrs Shoebottom had told her that they had not received a response to their email. It was noted that Mr Shoebottom had attended the November meeting and Cllr Cross had checked via the Land Registry and the Parish Council do not own the land. The gulley in question appears to be privately owned with the Developers of St Annes still retaining ownership of the land and the verge in School Road. The Clerk confirmed she would check the position and thereafter respond to Mr and Mrs Showbottom.

**Minute 113655**

**Matters brought forward by the Chairman**

The Chairman informed the meeting, having served as Chair for 4.5 years it was not his intention to stand as a Parish Councillor at the next elections and he undertook to support a transition with whoever takes over the role post elections.

Meeting closed at 8.46 p.m.