

Minutes of the meeting of Silverton Parish Council
held Monday 8th January 2024 at 7.30 p.m. in the Silverton Community Hall

Present: Cllrs S Cross, O Kennard, V Maylan, R Harrison, J Wright & S Hedges

Minute 113804 **Apologies for absence**

None

Minute 113805 **Consider any applications to be co-opted onto Parish Council**

None received.

Minute 113806 **To note any Declarations of Interest**

(a) To declare any personal interests in items on the agenda and their nature

None

(b) To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudice al interests must leave the room for the relevant items)

None

Minute 113807 **Meeting open to any questions from members of the public – 10 mins**

Mr Wise stated he was concerned with the speed vehicles travel in the village and suggested the Speed Watch Committee might like to ask the Police at Middlemoor if they could borrow a speed camera to monitor the speed vehicles are travelling in the village. The Chair informed Mr Wise that when the Speed Watch Group was up and running it would have use of a mobile speed camera and monitoring would take place. Mr Wise reminded Councillors that Cllr Donovan had raised a question at the last meeting regarding the maintenance of the lime trees on the Bury. He said he agreed with Cllr Donovan that the contractor had not made a very good job with the trees having no shape. With regard to the pedestrian gate at the Children's Play Area and the problems being experienced with its maintenance he suggested a "kissing gate" could be the answer although it was pointed out that disability access was required to the Children's Play Area and this would prevent such access.

Minute 113809 **Minutes of the Meeting held on the 4th December 2023**

Cllr Maylan proposed the Minutes be accepted as a true record. A vote was taken with 5 in favour and 1 abstention

Minute 113810 **Review of Action Plan**

Item 2 (Banking) - it was noted that Cllr Hedges did not receive the application form by email from the Bank to provide his specimen signature and the time limit for doing so had now expired. It was agreed the Clerk would submit a new application form and input the Councillors details in a different order to see if this would assist.

Item 5 (Old Fire Station) – it was agreed this item should be deleted

(Item 6) – Bus service – it was agreed this item should remain.

Cllr Maylan stated she had obtained some information regarding the Community Transport Association but pointed out you needed to be a member to obtain information. The Association gave advice as to where to get grants etc with regard to setting up a community transport scheme. Cllr Wright stated he felt that such a scheme would be very expensive and felt a cheaper alternative could be for parishioners to get a taxi and maybe share a taxi and perhaps someone in the village could set up a Silverton Transport webpage. Cllr Kennard commented that perhaps Mr Seward would agree to give some land to provide a footpath from Exeter Road to the A396. It was also noted that Wyndham House may be able to help set up a scheme as they already provide transport for parishioners to attend medical appointments. It was agreed to consider a possible budget towards Community Transport at the Budget Meeting.

“20 is Plenty” - the Clerk to merge these items into one item

Item 10 (Goal posts) - A letter had been received from MDDC who were not happy that the Parish Council had not informed them of the additional play equipment having been installed which needed inspection and it was asking for the goal post to be included. The Clerk was waiting to speak with Steve Densham regarding this.

Item 11 (- Cobbled path) – Cllr Kennard stated she had not as yet been able to speak to the parishioners

Item 14 – (Trees on Bury) – Cllr Hedges confirmed he and Cllr Kennard had taken a look at the Berry and in particular the Lime Trees and could confirm work had been carried out to make them safe. He also confirmed a fuller report would be produced in the near future. He said one of the trees on the South side had been pollarded. There was a lot of scrub which is overgrown where trees have been cut down. He said to remove the existing stumps/scrub or any trees would be quite expensive. It was agreed to see if there were any grants available as the trees are historic.

Item 15 (Neighbourhood printer) – Cllr Kennard stated she did have someone who might have been interested but they did not come back. After discussion Cllr Hedges proposed the printer be gifted to Cllr Kennard to dispose of as she wishes. A vote was taken which was unanimous

Item 16 (Light in Church path) – no response as yet from DCC

Minute 113811 **Discussion with County Cllr Margaret Squires and District Councillors J Wright and R Roberts on any relevant issues**

Cllr Wright confirmed Councillors were currently going through the preliminary budget and it looks like there will be circa a £125,000K deficit which will probably come out of reserves and which is a great improvement on the initial anticipated losses.

Cllr Hedges pointed out that there had previously been concerns regarding the lack of a Planning Enforcement Officer. He understands there is currently an enforcement process at MDDC.

The Chair asked whether it was MDDC or DCC who dealt with street parking enforcement – it was confirmed this was a DCC issue and the Clerk will ask for visits to the village.

Cllr Wright indicated that currently MDDC were carrying out a survey of rural services within Mid Devon and he encouraged as many parishioners as possible to fill this in. The survey had been uploaded to the Silverton Community and the Parish Council Facebook pages.

Minute 113812 **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.

Applications:

None

(b) Approvals / Refusals by MDDC

APPROVAL – Erection of two storey and single storey side extension following demolition of existing side extension – Ravenscott, Silverton

LISTED BUILDING CONSENT – replacement windows and door on rear elevation – 3 Church Road, Silverton

APPROVAL – erection of replacement dwelling – Springfield Farm Hele

APPROVAL – Variation of condition 2 of planning permission 22/00337/FULL (erection of dwelling following demolition of agricultural buildings) to allow the substitution of previously approved plans relating to position of dwelling – Cornerway Farm, Silverton

APPROVAL – erection of a storage shed for machinery/equipment – Land at MGR295381 103326 (West of Silverdale), Silverton

(c) Any other Planning matters

None

Minute 113813 **Finances**

(a) Monthly invoices

Chq 002780 Mrs S Woodland – Clerk's wages - £671.76 + expenses (Microsoft payments for periods 1.11.23 – 30.11.23 (£12.36) + Norton annual subscription (£49.99) + annual subscription to Society of Local Council Clerks (£148.00) =£882.11

Chq 002781 cancelled – incorrectly written

Chq 002782 HMRC – Clerk's NI + Tax - £421.08

Chq 002783 Royal British Legion – contribution to Remembrance Day Wreath - £25.00

Chq 002784 Mr A Campbell – honorarium re Parish Clock winding

Chq 002785 St Mary's Church – contribution to Parish Newsletter expenses

Chq 002786 Silverton Football Club – contribution to set up costs- £200.00

Chq 002787 Mr D Marsden – Contractor's monthly invoice - £625.00

The Chair proposed the above payments be approved. A vote was taken with all Councillors present in favour.

The Chair pointed out the sum of £200.00 in respect of the set up costs of Silverton Football Club had been approved at the last meeting. The Clerk had contacted the Club with regard to payment and it had indicated their account does not accept cheques. The Chair proposed the agreed contribution of £200 be reserved and the Football Club be informed that should they need this sum in the future they should request same. A vote was taken with all Councillors present in favour.

With regard to the purchase of a new noticeboard for Ellerhayes, the Clerk had not ordered this as there was a delivery fee of over £70.00. It was agreed the Clerk would contact a new parishioner to the village who makes wood items and see if he is able to give a quote for a bespoke noticeboard.

(b) Other financial matters

(i)

Vandalism to Tennis Hut

Due to recent vandalism the door cannot be opened and it will be necessary to spring the door which will then need repairing. The Chair had asked the Contractor to obtain quotes for various scenarios. There is some football club equipment in the hut and this does need to be secure for the electricity metre which, if damaged, would cause problems with the Air Ambulance Landing site. The Chair felt a budget needed to be agreed so the Handyman can address the damage subject to a budget. The Chair proposed and approve spend of up to £200 be agreed without the need to get quotes on basis the Contractor liaises with the Chair. A vote was taken with all Councillors present in favour. If the cost of repair exceeds £200 then quotes will need to be obtained and brought back to the Council.

Minute 113814 **Consider draft Agreement relating to the use of the Football Field prepared by the Chair**

The Clerk had circulated a copy of the draft Agreement prior to the meeting. A query arose as to whether or not the Football Club should contribute towards the grass cutting of the football pitch. The Chair pointed out this was a topic for discussion at the Budget Meeting. After discussion the Chair proposed the Parish Council adopt the Agreement as drafted. A vote was taken with all Councillors present in favour

Minute 113815 **Annual Review of Asset Register**

After discussion the Chair proposed the Parish Council adopts the Asset Register circulated by the Clerk prior to the meeting. A vote was taken with all Councillors present in favour

Minute 13816 **Annual Review of Standing Orders**

With regard to Standing Order 18(c), the Chair proposed that this limit be amended from £200 to £500. A vote was taken with all Councillors in favour.

With regard to Standing Order 18(iv), the Chair proposed this paragraph should read “tenders are to be submitted in writing, in confidence, to the Proper Officer”. A vote was taken with all Councillors present in favour.

With regard to Standing Order 18(v) the Chair proposed this paragraph should be amended to read “tenders shall be presented at a Council meeting after the deadline for submission of tenders has

passed.". A vote was taken with all Councillors present in favour.

With regard to Standing Order 18 (f) the Chair proposed the wording "the council must comply with EC procurement rules" at the end of the paragraph be deleted. A vote was taken with all Councillors present in favour.

Minute 113817 **Neighbourhood Plan**

The date of the Referendum has been confirmed for **Thursday 29th February**. This is the Community's final opportunity to vote on whether the Plan is adopted/made. If made, it will sit alongside MDDC's Local Plan and planners have to take it into account when new developments in the parish are planned.

The times of the Referendum will be advertised on MDDC website, the Parish Council website, posters in Silverton and Ellerhayes and Silverton Community Facebook and Nextdoor. Hard copies of the documents will be available at MDDC, Phoenix House, Tiverton EX16 6PP and, once again, by kind permission of the Rev Paul Kingdom, at the back of the church for the community to look at.

Electronic versions of the documents will be on the Parish Council website at <https://www.middevonparish.co.uk/silverton/neighbourhood-plan/> and on MDDC's website <https://www.middevon.gov.uk/search?q=silverton+neighbourhood+plan>.

A hard copy will also be available to borrow from Olivia Kennard on 01392 861020.

Minute 113818 **Correspondence**

None

Minute 113819 **Matters brought forward by the Vice-Chairman**

The Chair stated that any additional items for the Budget Agenda should to be sent to the Clerk by the end of tomorrow, 9th January.

Cllr Kennard indicated that with regard to the pedestrian gate to the Children's Play Area, Mr Bradner had confirmed he can only guarantee his work and not the equipment.

Meeting closed at 8.42 p.m