

**Minutes of the meeting of Silverton Parish Council**  
**held Monday 8<sup>th</sup> April 2024 at 7.30 p.m. in the Silverton Community Hall**

**Present:** Cllrs Sarah Cross (Chair), Gavin Donovan, Olivia Kennard, Vicki Maylan, Josh Wright, Ruth Harrison & Simon Hedges

**Minute 113853**            **Apologies for absence**

None received

**Minute 113854**            **Consider any applications to be co-opted onto Parish Council**

None received.

**Minute 113855**            **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 prejudicial interests must leave the room for the relevant items)

**None**

**Minute 113856**            **Meeting open to any questions from members of the public – 10 mins**

Mr Lewis Ward addressed the meeting and stated he lived on High Street and had done so for nearly 2 years. He now teaches people to drive trains and is interested in becoming a Parish Councillor and had attended the meeting to see how the meeting was conducted. He will email the Clerk with a formal application if he feels he would like to become a Councillor.

**Minute 113857**            **Minutes of the Meeting held on the 4<sup>th</sup> March 2024**

The Chair proposed the Minutes of the meeting held on the 4<sup>th</sup> March 2024 be accepted as a true record. A vote was taken with 6 in favour and 1 abstention

**Minute 113858**            **Review of Action Plan**

Item 1 (internet banking) - The process of on-line banking was slowly moving forward. Cllr Kennard stated she had rung Nat West and queried why 2 signatories had not as yet received their Bank cards. She confirmed she had received a card reader. The person she spoke with did not seem to know why the application had taken over 2 years to process. Cllr Kennard had since received an email from the Bank in order to apply for a Bank card but this appears to need the consent of 2 signatories, It was agreed the Clerk and Cllr Kennard will get together to consider the email sent by the Bank.

Item 2 (S106 Projects) - An email had been sent to the S106 Officer but as yet a reply had not been received. The Chair had asked on Facebook if anyone could create designs for a

Bug Hotel but had received no response. A suggestion was put forward to contact the Primary School to see if they would like to design Bug Hotels as a project. The Chair showed the meeting a couple of possible bug hotels. She confirmed, subject to approval by the S106 Officer, funds are available of a few hundred pounds which cannot be used other than for a project in the Recreation Field. The Chair proposed the Primary School be contacted to see if it would work with the Parish Council and provide possible designs. Wood to be available via the Broad Oak. A vote was taken with all Councillors in favour.

Item 3 (Road from Park Road to Red Cross) It was agreed to chase County Cllr Margaret Squires with regard to an update.

Item 4 (Bus service to the village) The Schedule has now been revised with a later bus and others coming into the village. However, parishioners do need to use the buses or they will not be continued. Stagecoach will be monitoring use throughout the trial period.

It was agreed to chase County Cllr Squires as to confirmation of the date when consideration of subsidies will take place.

Item 5 (Silverton Speedwatch Group) Mr Simon Steer had confirmed he does not wish to continue as the Administrator of the Silverton Speedwatch Group. Cllr Donovan agreed he would take on this role and the Clerk to contact the Devon Speedwatch Group to update them on the position.

Item 6 (Plaque for Jubilee Tree) The Chair reported that a base and stake was required for the Plaque. She had made enquiries and gave a quote for a mahogany base at £54.00 and a tree stake at £27.00. After discussion Cllr Maylan proposed the base and stake be purchased. A vote was taken with all Councillors present in favour.

Item 7 (repair to pedestrian gate to Children's Play Area) – the Clerk will check if the padlock has been removed and if not ask MDDC to do so in order that the gate can be inspected. The Clerk will also ask MDDC if it has any possible contractors who could inspect the gate.

Item 10 (information sign for Old Fire Station) – Cllr Kennard confirmed she was waiting for a piece of the Broad Oak to be available.

Item 12 (Light situate on Church path) – It was clarified that DCC's permission was required for the Parish Council to ask an electrician to look at the light which keeps blowing, failing which DCC should inspect the light

Item 15(flooding from leat at High street) a grating has now been put in situ and thanks were expressed to the Handyman for all his hard work to date.

It was agreed that Item 10 on the April Agenda (weeding of the Leat) be discussed at this point:

Cllr Hedges proposed that he places an article in the Parish Newsletter giving an update of the work carried out to date on the leat and asking parishioners if they would consider weeding the area outside their houses.

Cllr Kennard pointed out that the area of the leat just above King Street is solid with mud and weeds and she suggested a note be placed through parishioners doors to see if there are

any volunteers in the area who would assist a Parish Council Working Group to clear this area of mud and weeds. It was also agreed to ask for volunteers on Social Media.

The Chair proposed a Working Group be set up at a date to be agreed to address the issue of the mud and weeds on the area of the leat above King Street which Cllr Kennard will co-ordinate. Cllr Kennard and the Clerk to liaise regarding the wording for the note and on Social Media. The Chair will prepare an appropriate Risk Assessment. A vote was taken with all Councillors present in favour.

**Minute 113859**      **Discussion with District Councillor Josh Wright on any relevant issues**

MDDC are working on the new Development Plan with feedback from Councillors. It is hoped to update the Plan shortly which will focus on Social Housing.

The State of the Nation debate was well attended.

St Georges Court had been transferred and will be used for affordable housing and social housing with the Three Rivers Development Company having been closed down.

The collection of side waste had now ceased and 97% of people were complying with the regulations and those who were not were being initially approached and asked to recycle. MDDC were the second highest District Council for recycling.

District Cllr Wright congratulated the Neighbourhood Plan Committee on finalising the Plan.

**Minute 113860**      **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:**

24/00462/LBC – Listed Building Consent for replacement of polycarbonate glazing to existing extension with velux rooflights and slating and installation of replacement windows and door to rear ground floor with double glazing – 9 Newcourt Road

Cllr Kennard proposed the Parish Council support the above application. A vote was taken with all Councillors present in favour save Cllr Wright did not vote.

24/00428/FULL – erection of an agricultural storage building – Land at NGR 294894 103201 Road from Jennys Portion to Little Pitt, Silverton

Cllr Maylan pointed out there was considerable archaeology in the field. Highways have not commented even though the road is dangerous.

After discussion the Chair proposed the Parish Council does not support the above application on the grounds of concerns of visual impact and traffic turning into and out of the site and also potentially onto the A396. A vote was taken with all Councillors present in favour save Cllr Wright did not vote.

24/00534/FULL – Variation of Conditions 2 (approved plans) 3 (Landscaping scheme), 4 (cladding) and 6 (Exeter lighting) of planning permission 22/02275/FULL – Christcross, Silverton

After discussion the Chair proposed the Parish Council did not support the original application and therefore it does not support the amendments. A vote was taken with all Councillors present in favour save Cllr Wright did not vote.

(b) Approvals / Refusals by MDDC

None received

(c) Any other Planning matters

None

**Minute 113861**

**Finances**

(a) Monthly invoices

Chq 002796	Mrs S Woodland – Clerk’s wages (£671.76), Ink (£21.99), Microsoft monthly invoice (£12.36) & renewal of Domain name (2 years) £28.78 = £734.89
Chq 002797	CANCELLED
Chq 002798	HMRC – Clerk’s NI + tax – 4 <sup>th</sup> Quarter - £421.08
Chq 002799	Westcotts – Accountant’s annual fee - £288.00
Chq 002801	Zurich annual insurance - £958.16
	E-on Next – electricity supply to Air Ambulance landing site (1/3/24 to 31/3/24) - £32.55
Chq 002802	Parsons Landscaping Limited – March Grounds Maintenance - £454.23
Chq 002803	CANCELLED
Chq 002804	Silverton Football Club – contribution to set up costs - £200.00 <i>(Bank would not accept chq issued in March despite an alteration having been initialled by signatories)</i>
Chq 002805	Mr D Marsden – monthly contract (£625.00) + installation of grating to drain in leat at High Street (£30.00) - £655.00

The Chair proposed the above accounts be passed for payment. A vote was taken with all Councillors present in favour.

(b) Other financial matters

(i) Consider revised quotations re Parish Noticeboard at Ellerhayes and to note MDDC’s consent that this can be affixed to the play area fencing

The Clerk provided quotations for a possible new Parish Noticeboard at Ellerhayes. It was noted that the quotation from Hope did not confirm if this had an IP rating. After discussion the Chairman proposed design 1 at a cost of £254.24 be agreed on the basis that it has an IP55 rating. If not, design 2 should be purchased. A vote was taken with all Councillors present in favour.

(ii) Donation to Room 4U re Broad Oak Working Group meetings

Mr Miles Snowdon organised the Broad Oak Working Group meetings and the recent meeting had been held in the Room 4U. Donations are usually given for the use of the hall and a question arose as to whether the Parish Council gave a donation to have the Broad Oak meetings at the Room4U. After discussion the Chair proposed a donation of not more than £8 per hour be agreed for a period of up to 12 months after which it will be reconsidered. A vote was taken with all Councillors present in favour.

(iii) Consider purchase of “brands” for Broad Oak Working Group use – circa £110.00

Cllr Kennard explained that the Working Group would like to purchase “Brands” which would be used on the majority of the creations made from the Broad Oak. There would be two sizes, one small and one larger. Mr Snowdon had obtained an initial quote of circa £110.00

After discussion Cllr Hedges proposed the Parish Council purchase 2 brands for the maximum cost of £120.00

(iv) To note internal audit will take place on 8<sup>th</sup> May 2024

Noted

(v) To note Accountant’s fee for financial year 2024/2025 is £225 + VAT if paid by Direct Debit or £250.00 + VAT if paid annually

It was noted that if the Parish Council pays by Direct Debit this is cheaper than paying annually. It is normally more expensive to pay by Direct Debit. After discussion the Chair proposed that the Clerk contacts Westcotts for clarification and the Parish Council pays whichever is the cheapest. A vote was taken with all Councillors present in favour.

**Minute 113862**      **Weeding of the Leat (requested by Cllr Kennard)**

This had been discussed earlier in the meeting

**Minute 113863**      **Large log on cobbled path in Newbarn Lane (requested by Cllr Kennard)**

It was noted that there is a large tree stump situated on the hedge in Newbarn Lane. Highways had originally removed the tree but the stump is now in danger of rolling onto cobbled path. After discussion it was agreed to write to Highways and the owners of Garden House explaining the stump appears to be on the land of Garden House and needs removing.

**Minute 113864**      **Update re Broad Oak Working Group**

A comprehensive update had been provided on the Silverton Community Facebook page. It was noted that the constant rain had made it impossible to move wood at the moment. There was a further Working Group meeting within the next couple of weeks.

**Minute 113865**      **Update re Lime Tree Regeneration Programme**

Cllrs Kennard and Hedges had carried out a further site meeting and Cllr Hedges had provided an update on the recommendations prior to the meeting.

The recommendations included planting a Rowan Tree, with stake, at position S4 (junction of Church Rd/lane to Newcourt Rd). Cllr Hedges indicated this would be small enough for neighbouring properties not to be concerned about being overshadowed.

With regard to the stumps at N4 and N5, it was suggested that the scrub be completely cleared with all suckers, except one, being cut down to the ground. The remaining sucker would then become the main tree. Twice a year any new suckers would be pruned down to the base.

Other recommendations included a one off cutting down and removal of scrub, suckers and stems

with a professional quote being obtained for this work. If it was agreed to remove the stumps and replant it would be necessary to hire a stump grinder which would cost in the region of £150.00 for a weekend. These are large and heavy items and therefore transport to Silverton could be problematic. The possible removal of the Buddleia at the top of High Street could be incorporated into this quote.

It was agreed Cllr Hedges will draft a specification for the required work and circulate to all Councillors and, if no objections are received from Councillors within 48 hours, the specification would be submitted to the relevant contractors for quotes.

**Minute 113866**      **April Mini-Market Report**

With regard to the Buddleia at the top of High Street, it was agreed the Clerk would contact County Cllr Squires to ask DCC to remove and take away the Buddleia or if the Parish Council removes it would DCC take it away. District Cllr Wright to be copied in on email.

3 comments were received regarding speeding in the village and the possibility of speed restrictions on School Road and possibly weight restrictions. The Chair pointed out firstly the speed watch group should be re-established.

The dog bin in the Square had been overflowing and gets smelly. The Chair confirmed this is emptied on a regular basis.

Someone asked if the Annual Litter Pick could be re-established. It was agreed the Parish Council would support any litter picks and equipment was available to borrow should they wish to use it.

**Minute 113867**      **Correspondence**

An email had been received from Simone Stanbrook-Bryne providing a copy of an email she had sent to DCC in relation to the state of the roads. In her email she asked for the Parish Council's support to improve the roads. It was pointed out that the Parish Council constantly reports issues to DCC.

An Email had been received re D-Day Celebrations from MDDC which had been circulated to all Councillors

The Clerk's monthly magazine had provided details relating to possible D-Day Celebrations which had been forwarded to the British Legion.

**Minute 113868**      **Matters brought forward by the Chairman**

Neighbourhood Plan to remain as an Agenda item.

Meeting closed at 9.28 p.m