

Minutes of the meeting of Silverton Parish Council
held Monday 7th October 2024 at 7.30 p.m. in the Silverton Community Hall

Present: Cllrs Sarah Cross, Olivia Kennard, Chris Eveleigh, Ruth Harrison, Vicki Maylan, Lewis Ward & Simon Hedges

Minute 113959 **Apologies for absence**

Apologies were received from Cllr Gavin Donovan, Josh Wright and County Councillor Margaret Squires

Minute 113960 **Consider any applications to be co-opted onto Parish Council**

None received

Minute 113961 **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 113962 **Meeting open to any questions from members of the public –**

No members of the public present

Minute 113963 **Parish Council update (requested by Chair)**

The Chair reported that her and her husband are relocating to the South East and this will probably take place mid to end of November. This means she will be leaving the Parish Council and there will be a vacancy for Chair. S confirmed she is happy to discuss with the new Chair the procedure for the Budget Meeting etc prior to leaving. The Vice-Chair confirmed she would be happy to discuss with the Chair the way forward.

The Chair gave thanks to the Councillors for their support during her term as Chair.

Minute 113964 **Minutes of the Meeting held on the 28th August 2024**

RESOLVED the draft Minutes of the meeting held on the 28th August 2024 be accepted as a true record of the meeting with no amendments. Proposed by the Chair. A vote was taken with 5 in favour and 2 abstentions.

Minute 113965 **Minutes of the Meeting held 2nd September 2024**

PROPOSED the draft Minutes of the meeting held on the 2nd September 2024 be accepted as a true record with no amendments. Proposed by the Chair. A vote was taken with 4 in favour and 3 abstentions.

Minute 113966 **Review of Action Plan**

Item 1: Internet Bank – this remains on going.

Item 2: S106 – The Chair confirmed that District Cllr Josh Wright is speaking to MDDC to see if any project can be agreed which would meet the required criteria to allow the S106 monies to be released.

Item 3: Park Close – no update

Item 4: Bus parking – Cllr Kennard has monitored the road adjacent to the Bus Stop and she confirmed she had not seen cars parking close to it.

Item 5:

“20 is Plenty”– no update from Devon County Council as yet

Speed Watch Group – there will need to be a replacement Administrator due to the Chair resigning and additional volunteers are required in order for the Group to be established.

Item 6: Gate to Children’s Play Area - Clerk to obtain Quotes

Item 13: Leat – Agenda item

Item 18: E-on – no update re smart meter

Item 19: Removal of Buddleia – awaiting removal of leavings by DCC

Item 21: Poll re CLT: Cllrs Kennard and Hedges had met to agree wording for a Poll but subsequently found that this is not now available on Facebook. Cllr Hedges confirmed he would create a poll and provide a link to it on Facebook.

Item 22: Road Warden Scheme – Awaiting an update from DCC - Clerk to chase

Item 23: Emergency Plan – Clerk and Chair had not yet met to consider the updates needed.

Item 25: Bug Hotels – Cllr Eveleigh confirmed he had spoken with his contact and he will be meeting with him in the near future.

Item 26: Football Storage unit – on hold

Item 27: Grass cutting on Berry – A quotation had been received from Parsons Landscaping in the sum of £208.00 for a one-off initial cut and it had been confirmed by Parsons that the work could be carried out within a couple of days of the quotation being given. The Chair reported that she had agreed the quotation from Parsons as they are our preferred contractor and the cost was a lot less than if the area had been cut regularly throughout the Summer.

Item 28: Signs at each end of Exeter and damaged Silverton sign – the signs had been requested and the damaged Silverton sign reported.

Minute 113967 **Discussion with District Cllr Rhys & Josh Wright on any relevant issues**

District Cllr Rhys indicated there were a number of points to report (a) he gave a report including the housing increase the Government wanted annually and stated the District Council is confident it can reach the target (b) additional cycle ways are anticipated (c) planning application fees are anticipated to increase considerably by the Government with the District Council being able to retain a higher percentage of the fee (d) the District Council has issued a number of bin bag littering fines where bags have been left out for more than 3 days prior to the collection date/day.

Minute 113968 **Planning**

Applications:

24/01157/FULL – erection of a stable block and shelter – land and buildings at NGR 295461 102808 (Symonds Farm, Silverton)

RESOLVED the Parish Council supports the above application. Proposed by Cllr Maylan and agreed by a show of hands.

24/01332/FULL – retention of first floor annexe and ancillary uses at ground floor in association with Little Dorweeke, Silverton – Annexe, Little Dorweeke, Silverton

RESOLVED the Parish Council supports the above application. Proposed by Cllr Kennard and agreed by a show of hands.

(b) Approvals / Refusals by MDDC

FULL PLANNING PERMISSION & LISTED BUILDING CONSENT for part removal of front boundary wall to facilitate formation of access parking area and electric car charging point – 21 Fore Street, Silverton (24/00975/LBC & 24/00974/HOUSE)

OUTLINE PLANNING PERMISSION – variation of condition 5 of planning permission 20/001807/OUT (outline for the erection of 1 dwelling, including access, appearance, layout and associated works) to allow substitute plans – land and buildings at NGR 295666 102940 (North of St Marys View) Wyndham Road, Silverton 24/01024/OUT)

CHANGE OF USE REFUSAL OF PRIOR APPROVAL – change of use of an agricultural building to 1 dwelling under class Q – land and buildings at NGR 296483 101769 Hayne Lane, Silverton (24/01116/PNCOU)

FULL PLANNING PERMISSION & LISTED BUILDING CONSENT for dismantling, replacement and repair of chimney breast – 10 Exeter Road, Silverton (24/00979/FULL & 24/00980/LBC)

NO OBJECTION to notification of intention to cut one Ash tree to ground level within a Conservation Area – land at NGR 295759 103378 Coach Road Silverton

(c) Any other Planning matters

None

Minute 113969 **Finances**

(a) Monthly invoices

Chq 002839	Mrs S Woodland – Clerk’s wages (£690.00) + expenses (£26.80) = `£716.80
Chq 002840	Mr D Marsden – Handyman’s monthly invoice - £625.00
Chq 002841	HMRC – Clerk’s PAYE - £520.08
Chq 002842	Parsons Landscapes Limited – August grounds maintenance - £454.23
Chq 002843	EON Next – August and September electricity charge re Air Ambulance landing site - £35.93
Chq 002844	PKF Littlejohn LLP – external audit fee - £252.00
Chq 002845	Parsons Landscapes Limited – September grounds maintenance - £454.23

RESOLVED the above accounts be accepted for payment. Proposed by the Chair and agreed by a show of hands.

(b) Other financial matters

(i) To note conclusion of 2023/2024 annual audit

The conclusion of the 2023/2024 Audit was noted as were the comments made by the External Auditor.

(ii) Update re banking facility

Update already provided

(iii) Christmas Tree Festival 2024

The Chair pointed out a suggestion had been put forward that the Parish Council has a tree at the Christmas Tree Festival which is scheduled to take place on 14th December 2024.

RESOLVED the Parish Council would decorate a tree for the Festival. Proposal by Cllr Hedges and agreed by a show of hands.

(iv) To consider Internal Auditor for financial year 2024/2025

It was noted that Penny Clapham had confirmed she would be available to carry out the financial internal audit for the year 2024/2025. RESOLVED the Parish Council renews the appointment of Penny Clapham as its Internal Auditor, Proposed by the Chair and agreed by a show of hands.

(v) To note receipt of second instalment of Precept - £24,917.54

Noted

(vi) To note one off quotation for cutting the grass on the Berry - £208.00

Already noted above.

Minute 113970 Update re Broad Oak Working Group

The Chair gave a general update and will follow up with the Group for a plan going forward.

Minute 113971 To consider remail from Parishioner re providing more ecological and sustainable natural areas away from the playing field and to allow wild flowers and brambles to grow but ensuring footpaths are kept clear and safe

It was noted the original quotation to plant bulbs on the Jubilee Garden was £400 + VAT. After

discussion it was RESOLVED to ask Parsons Landscaping Limited to go ahead and plant the bulbs as per the original specification. As the original quotation was now 12 months old it was noted that the Company may wish to increase the original figure and it was RESOLVED that a maximum figure of £500 including VAT could be agreed by the Clerk. Proposed by the Chair and agreed by a show of hands.

With regard to the email received from a Parishioner requesting the Paish Council provide a more ecological and sustainable natural areas away from the playing field, it was pointed out that there had previously been a working party, including parishioners, who helped to cut back all the brambles and tidy the Recreation Field. After the work had been completed comments had been received that the area looked improved and it had been agreed at that time for Parsons to carry out a 6 month maintenance cut of the bramble areas.

Cllr Hedges felt there should be a plan for the Recreation Field going forward and a copy of the plan provided to Parsons Landscaping Limited showing the various areas will be circulated to Councillors.

Minute 113972 **Working Group re Leat in High St**

It was noted Fore Street was currently in a bad state with weeds and rubbish accumulating in the leat. It was noted if a Working Group was set up it would be necessary to carry out a Risk Assessment of the area. The Chair confirmed DCC owned the leat but stated she felt it probably did not have the resources to clean it. It was pointed out that when volunteers to form a Working Group were requested in the Newsletter none came forward.

The Clerk would ask the Contractor if he would check the leat and in particular the area at High Street.

The Chair pointed out this would be something a Road Warden Scheme would cover once set up.

Minute 113973 **Mini Market reports for September and October**

September and October's notes had been circulated and noted.

The Chair reported that the British Legion had requested to have a table on the Little Rec to sell poppies and also to have use of the Little Rec for the wreath laying service on Remembrance Service. RESOLVED that the British Legion had access to the Little Rec for both events. Cllr Eveleigh agreed he would attend the Remembrance Service on behalf of the Parish Council and lay the wreath.

Minute 113974. **Correspondence**

- (a) To note new MDDC cabinet member (Gwen Duchesne) for Parish and community engagement
- (b) To note MDDC side waste statistics for September 2024

Minute 113975 **Matters brought forward by the Chairman**

Councillors email addresses to be an Agenda item for November.

It was noted a tree had died on a triangle area of ground in Applemede. The Chair confirmed this was on MDDC land.

A car had been parked on Coach Road for circa 4 months and this has been reported via the DCC website and also to MDDC.

Cllr Hedges, as Deputy Chair, gave thanks to the Chair, from all Councillors, for the work carried out during her term of office and wished her and her husband well for the future.

Meeting closed at 21.07 p.m