

**Minutes of the meeting of Silverton Parish Council**  
**held Monday 7<sup>th</sup> April 2025 at 7.30 p.m. in the Silverton Community Hall**

**Present:** Cllrs Emily Chanter, Ruth Harrison, Gavin Donovan, Simon Hedges (Chair), O Kennard, Allen McManus, Lewis Ward, Chris Everleigh

2 members of the public - Prue Nicholls & Liz Gilbert

RESOLVED that Item 7 on the Agenda (Discussion with County Councillor Margaret Squires) be taken at Item 4 as Cllr Squires would like to leave the meeting by 8.00 p.m. Proposed by the Chair and agreed unanimously by a show of hands.

**Minute 114253**      **Apologies for absence**

Apologies had been received from Cllrs Vicki Maylan and Josh Wright together with District Cllr Rhys Roberts.

**Minute 114254**      **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 114255**      **To consider any applications for co-option onto the Parish Council**

None received

**Minute 114256**      **Discussion with County Cllr Margaret Squires on any relevant issues**

The Chair explained to the Meeting that County Cllr Squires had represented Silverton for some years and was not standing for re-election. He expressed thanks on behalf of the Parish Council for all she had done for the Parish and also for recently having contributed £300, via the Locality Budget, to provide additional seating in the Litle Rec.

County Cllr Squires explained that after working as a County Councillor for many years she now needs some time to spend with her family.

She pointed out that the Local Government reorganisation was being considered and both County and District Councils have ideas on how the devolution should proceed. It was noted Plymouth was already a unitary authority. The Government has stated that it wants to see Councils with a minimum population of 500,000. Devon County Council has recommended 5 different options and the new Councillors from the upcoming elections will need to take these on board. County Cllr Squires confirmed she had site meetings with the Local Highways Officer last week to look at a few issues and flag them up. As a result of this meeting Babylon Lane is now in the system to be repaired but no date can be given when the works will be carried out. The issues at Ford Farm were noted and they also visited Roach Lane. Church Road is in the system to be repaired but again it is not known when these works will be undertaken.

The Chair asked if she would be willing to discuss the various outstanding issues with her successor and she confirmed she would if she was approached.

**Minute 114257**      **Meeting open to any questions from members of the public – 10 mins**

Steve Keable introduced himself as the Liberal Democrat candidate for the forthcoming County Council elections. He confirmed he was a Parish Councillor at Lapford and the Cabinet Member for Planning and Regeneration at MDDC. He thanked the Parish Council for allowing Lapford Parish Council to have access to the Silverton Parish Neighbourhood Plan in order that they could work on producing their own plan.

Polly Colthorpe introduced herself as the Conservative candidate for the forthcoming County Council elections. She said she had previously been a County Councillor for 12 years representing Tiverton West which covered an area from Bickleigh Bridge to the Somerset boundary. She did not stand at the last elections due to ill health: she had had two hip replacements and so couldn't campaign. She was now in good health which enabled her to be a candidate in the current elections.

The Chair asked if they would both remain as District Councillors if elected to the County Council which they confirmed they would. Both also confirmed they would attend as many Silverton Parish Council meetings as possible.

**Minute 114258**      **Discussion with Country Focus relating to the Housing allocation at The Glebe given in the Neighbourhood Plan**

Catherine Bladdeley from County Focus addressed the meeting and explained that for the last 9 or 10 months she had been working with various consultants to see what can be achieved on The Glebe. She said the firm had looked at the criteria and also the importance of the Church and The Berry. The email she had provided, and which had been circulated to all Councillors, was a culmination of this work. She confirmed the plan provided looks somewhat different to the original allocation. Ms Bladdeley confirmed Mr and Mrs Frankpitt had made it clear they wanted the community area land for the village. It had become apparent that if the houses were erected at the bottom of the area then this resulted in an odd collection of houses which were very prominent from the Church and the Berry, and further away from the village. Even though the land slopes down when viewed from a higher aspect at the Church it became very prominent and very central. The physical landscape had been looked at and it had been found to have a very steep topography. The currently proposed community space area meant the houses would be separated from the village. It was appreciated the top area was in a Conservation Area but it was felt the houses would be isolated if erected where initially proposed. It was now proposed to build the 5 houses tucked up in the top right-hand corner which will allow a green space to continue to be seen from the higher aspect of the Church. Ms Bladdeley could not confirm that the land area proposed for development was exactly the same as in the Neighbourhood Plan, but said it was similar. Cllr Kennard stated she felt that if the houses were moved to the new proposed area there may be many objections from residents as it took some considerable negotiation to get the Plan initially agreed. The Chair confirmed that the Neighbourhood Plan had taken major effort over a 10 year period to become approved in its current state, and that the Glebe proposals had been particularly contentious.

The Chair explained that the two members of public present were members of the Neighbourhood Plan Committee. Prue Nicholls stated that she didn't understand why this should be altered and it was noted the Inspector had made it clear that this development could only go through if the recreational land was "given" to the parish. A general discussion took place regarding the pros and cons of the proposal after which the Chair stated he felt there were three options:

1. The Parish Council felt the new proposal was a good Idea and it would support it.
2. The Parish Council felt the new proposal was not a good idea and was not in line with the Neighbourhood Plan.
3. The Parish Council should consult further with the parish with regard to an amendment to the Neighbourhood Plan.

Ms Bladdeley confirmed the community land was to be given in trust to the village and the owners are keen to progress with this but no action had been taken as yet.

RESOLVED:

1. To proceed with the amended proposal - Proposed by the Chair. A vote was taken with no members in favour, 7 against and 1 abstention
2. Further consultation is needed – proposed by the Chair. A vote was taken with 7 in favour and 1 against

Ms Bladdeley pointing out she did not wish the plans to go to wider consultation at this point: they were only in draft form, and she would like the opportunity to go back to the team and focus on a solution in line with the Neighbourhood Plan, with the housing in the area specified in the Plan. She appreciated that parishioners have an anticipation of what the buildings were going to look like.

RESOLVED to ask Ms Bladdeley to go back to her Team and revise the proposals in line with the Neighbourhood Plan and come back to discuss further with the Parish Council. Proposed by the Chair and agreed unanimously by a show of hands.

**Minute 114259**      **Minutes of the meeting held on the 3<sup>rd</sup> March 2025**

RESOLVED the Minutes of the meeting held on the 3<sup>rd</sup> March 2025 be accepted as an accurate record. Proposed by the Chair and unanimously agreed by a show of hands.

**Minute 114260**      **Action Plan**

**100 – Road Conditions and Repairs (Traffic Safety Sub-Committee)**

111 – (Monitoring of road repairs from Park Road to Red Cross) - no update

112 – (Condition of Park Road to Red Cross) – as above

113 – (Road Warden Scheme) – Cllr Ward confirmed Mr Foster had declined the offer to carry out a survey of the potholes in the parish and he would just like to fill them in. The will provide Cllr Ward with details of parishioners who volunteered previously to be a Road Warden. ain.

114 – (Roach Lane) - Cllr Wright not present to give an update

**120 – Traffic and Pedestrian Safety(Traffic Safety Sub Committee)**

123 – The Sub Committee had met and notes of the meeting circulated by Cllr Ward to all Cllrs

prior to the meeting. It was agreed th Clerk would contact the Local Highways Officer to ask if he would be involved with the Sub Committee and carry out an average speed check in School Road.

The Chair confirmed he would provide the Sub Committee with an updated financial statement showing funds available to the Sub Committee for road safety

A request had been made for a village wide survey to ask parishioners for their views on road safety. The Chair asked what questions would be raised and who would deliver the surveys.

A request had been made to change the status of the group from a Sub Committee to Working Group as this would be administratively beneficial. RESOLVED the group status be changed to a Traffic Safety Working Group rather than a Sub-Committee. Proposed by Cllr Ward and agreed unanimously by a show of hands.

- 124 (Local Highways Officer's guidance on sign location in Upexe Road) – awaiting a response.
- 125 (Speeding in Ellerhayes) - Response awaited. It was agreed the Clerk would prepare a list of items which the Parish Council had been in correspondence with County Cllr Squires in readiness to pass on to her successor.

### **130 – Public Transport**

- 132 – (Request to DCC for a bus bay outside The Meads) – this was currently on hold. Monitor only
- 134 - (Bus subsidies) – agreed this item to remain on the Action Plan and ask County Cllr Squires' successor to assist
- 135 – (Repairs to bus shelter) - remove from Plan. The Clerk to establish if the contractor has been paid.

### **210 – Big Rec (Vicky Maylan & Ruth Harrison)**

- 212 –“No Ball Games in Children's Play Area) – one sign had been erected but it was not sure if both signs had been erected
- 213 – (Agreed to revise the heading of this item as it is currently in accurate) – awaiting Rhino Play to carry out the works
- 215 – (Skate Park) - on Agenda
- 217 - (Bug Hotels) – Cllr Eveleigh stated he had spoken to District Cllr Wright who had indicated if the bug hotels were sited on the MDDC land they would have to carry out a consultation with neighbouring properties. Cllr Eveleigh confirmed there was no cost due for the bus hotels and therefore the S106 monies were not required.

RESOLVED the bug hotels to be placed on the Parish Council owned land at the Recreation Field at a location to be recommended by Cllrs Harris and Maylan. Proposed by the Chair and agreed unanimously by a show of hands.

It was noted that a new project was needed to utilise funds from S106 under the heading “Creation of new public open space next to Silverton Recreation Ground). The amount available being £1,250.00.

- 219 (Request by Football Club to have an electricity supply to the Tennis Hut) - No further action  
With regard to whether or not Planning Permission was required for the extension, District

Cllr Wright had not provided an update.

220 (Public Protection Order for Recreation Field) - District Cllr Wright not available to provide an update.

**230 – Little Rec, Berry, Church and Environs (Olivia Kennard and Emily Chanter)**

230(a) – (Maintenance of trees on Berry) – the Clerk had not heard from Mr Webster and Cllr Donovan will chase him. A Parishioner had contacted the Clerk to say he felt leaving the weeds etc was encouraging fly tipping and this comment was noted.

230(b) – (Weeds along the path in Church Road) – RESOLVED – the Chair and the Clerk would meet with the Handyman with a view to including keeping the weeds along this area of School Road clear being included in his Contract. The area of the Pond Site where the tree was removed also to be kept tidy and also to be included to the Handyman's contract if he agrees. This would involve an increase to his pay. Proposed by the Chair and unanimously agreed by a show of hands.

232 –(Lime Tree Generation Programme) - draft updated plan prepared by Chair and circulated

234 –(Cobbled Path)– agreed to defer this item to the May meeting. Cllr Kennard will contact Mr Maylan to ask if weeding the path is something the Parish Council could ask the Handyman to carry out.

235 – (Installation of electrical charging points) – District Cllr Wright not available to provide an update.

236 – (Possible acquisition of land at The Glebe) – discussed above.

**240 – Square. Fore Street and High Street (Cllrs Ward and Eveleigh)**

242 – (Purchase of BT telephone box) – Clerk to Contact BT to see if they know who owns the pavement

**300 – Admin, Finances and Miscellaneous (Chair and Cllr Harrison)**

301 – (Consider S106 projects and unspent funding) – District Cllr Wright not available to provide an update.

It was agreed that the Clerk would ask District Cllr Wright to provide a written update on his action on the Action Plan when he is unable to attend a meeting.

302 – (Review of Banking System) – the Parish Council now had on-line banking facility and this item can now be removed from the Plan.

303 –(Seat for Little Rec utilising Locality Grant) – Cllr Harrison confirmed two seats had been obtained at a cost of £288.00. One seat was able to seat 3 people and one was a 2 seater.

The Clerk had purchased the seats and had been reimbursed by online banking payment.

One seat already on the Little Rec is falling apart and will be replaced by one of the new seats and it was agreed Cllrs Kennard and Haris can decide where this should be place. The Richards Educational Trust will then be approached by them, as per the terms of the Lease, for their agreement to the siting of the seats.

305 – (Direct Debit payment to Westcotts) – this will be set up in due course.

306 – (Facebook Poll) - Carried forward

307 – (Emergency Plan) - Clerk and Chair will be having a meeting in the middle of May to consider a draft Plan.

309 – (Expanding sharing facility on SPC Website) – Cllr Wright not in attendance and no update available

**Minute 114262**            **Planning**

(a)    Application

25/00316/TPO – application to remove one limb on 1 Holm Oak tree protected by TPO  
97/00015/TPO – The Tower, 15 Prispfen House, Prispfen Drive, Silverton

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

25/00370/FULL – Change of use of orchard to extension of burial ground – NGR 295718 102810 South of Silverton Church Hall, School Road, Silverton

*RESOLVED* the Parish Council supports the above application. Proposed by the Chair and unanimously agreed by a show of hands.

25/00392/HOUSE – alterations to fenestration, erection of a covered seating area to the front, covered store and bay window to the side and widening of vehicular access – 50 Fore Street, Silverton

*RESOLVED* the Parish Council support the above application. Proposed by the Chair and unanimously agreed by a show of hands.

(b)    Approvals/Refusals (received from MDDC)

PLANNING APPROVAL & LIST BUILDING CONSENT – replacement front gates and resurfacing of vehicular access and hardstanding – South Cottage, School Road, Silverton (25/00018/HOUSE & 25/00019/LBC)

NON MATERIAL AMENDMENT to Planning Permission 24/01024/OUT – removal of chimney on eastern wall, reduction in glazing, removal of habitable loft space and accompanying staircase and skylights and minor changes to the first floor layout – land and buildings at NGR 295666 102940 – North of St Marys View, Wyndham Road, Silvertonj

(c)    Any other planning matters

FIRST NOTIFICATION – draft decision relating to the removal of public payphone service in The Square, Silverton – 01392 860247

Noted

**Minute 114262**            **Finances**

(a)                            Monthly invoices

Mrs S Woodland – Clerk’s wages £716.16 + expenses £17.98 (ink cartridge) + £95.99 (McAfee annual subscription) = £830.13

Mr D Marsden – Handyman’s monthly invoice - £625.00

Mr D Marsden – Clearance of path in Church Rd (£400 as per quote) + £25.52 for “U” bolts = £425.52

EDF – electricity to Air Ambulance landing site – £18.23

HMRC – NI + Tax - £642.93

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

It was noted the Clerk had been re-imbursed electronically in the sum of £288.00 in respect of the 2 seats which were purchased for the Little Rec area and covered by the Locality Grant from County Cllr Squires

(b) Other Financial Matters

(i) To note Pre-notification statement from Unity Trust Bank re Bank Charges for March in the sum of £4.93 and end of quarter Bank Reconciliation prepared by the Clerk

Noted

(ii) To note end of month Bank balance for March 2025

The end of month/end of year balance prepared by the Clerk was noted. No queries from Councillors as to the figures provided.

(iii) Consider purchase of additional Dog Bin for the Square area

MDDC had confirmed the Parish Council can buy its own bin but MDDC must approve the siting of any new bin and the cost of emptying weekly is an annual charge of £260.00 + VAT.

Cllr Kennard will consider whether to site a new bin in the Square or at the junction of Newcourt Road/Exeter Road. Clerk to look at the plan provided by County Highways to see if this confirms who owns the small triangle of land at the junction of Newcourt Road/Exeter Road.

(iv) Grass cutting of The Berry (requested by Cllr Kennard)

Cllr Kennard pointed out residents liked the longer grass/wild flowers on the Berry last year and she felt that the grass should be allowed to grow longer again this year. After discussion it was RESOLVED to ask Parsons Landscaping not to cut the Berry again until after 31<sup>st</sup> August 2025. Proposed by Cllr Kennard and unanimously agreed by a show of hands.

(v) Review of Statement of Internal Control to cover internet banking

RESOLVED to defer until the May meeting due to time constraints. Proposed by the Chair and unanimously agreed by a show of hands.

(vi) Request by Silverton Street Market to reinstate an electricity supply to the Old Fire Station at its own expense and to pay the standing charge and electricity used

The Chair had circulated an email to all Cllrs prior to the meeting setting out the proposals which were based on the wording set out for the Football Club Power supply at the Big Rec with changes where relevant to reflect the Old Fire House. The Street Market Committee has stated that there is a power supply already to the Old Fire House, but no meter.

**Proposed terms for an Electricity Supply / Meter in the Silverton Old Fire House**

(a) The Street Market Committee will arrange for an electricity meter and any appropriate cabling or power sockets to be fitted to the Silverton Fire House, and will select and commission the electricity company and supply. This will primarily be to power the elements

of the Street Market. The Street Market Committee will ensure that the power supply is of sufficient capacity, and will ensure that the supply is not overloaded by their usage.

(a) a certified electrician will confirm that the work is feasible.

(b) the work itself will be certified by a qualified electrician with suitable liability insurance

(c) the Street Market Committee will share the supply, with the agreement of the Parish Council, with other community groups or bodies.

(d) if other groups were to use significant amounts of electricity on an ongoing basis, then the Parish Council would be open to changing the arrangement whereby all the per kWh charges were reimbursed by the Street Market Committee.

(e) the meter will remain in the ownership of the Parish Council with the Parish Council paying any bills (for both standing charges and per kWh charges) and the Street Market Committee reimbursing the Parish Council quarterly. The Clerk to clarify the position with regard to insurance.

(f) the bills would be paid by the Parish Council, but the standing charges and per kWh charges for the entire period would be paid by the Street Market Committee unless agreed otherwise.

(g) any maintenance or inspections will be arranged and funded by the Street Market Committee.

(h) should the Street Market wish to end the arrangement, they will give the Parish Council six months' notice and, if the Parish Council wishes to have the meter and supply decommissioned, this will be funded by the Street Market Committee.

RESOLVED to adopt the proposals as set out. Proposed by the Chair and unanimously agreed by a show of hands.

(vii) To note Internal Audit scheduled for Tuesday 15<sup>th</sup> April 2025

Noted

**Minute 114263**      **Consider adopting the telephone kiosk in the Square**

It was noted this matter had been discussed above. However Cllr Harrison pointed out that MDDC appear to need a response to its letter dated 24<sup>th</sup> March 2025.

It was agreed that the Parish Council's view is still to object to the telephone service being cancelled and would like to buy the phone box for £1. The Clerk should respond to MDDC in accordance with these views.

**Minute 114264**      **Review of Standing Orders – to consider increasing limit at which 3 quotations are not required from £500 to £525.00 – Minute 114021 refers**

RESOLVED to raise limit at which 3 quotations are required from £500.00 to £525.00. Proposed by the Chair and unanimously agreed by a show of hands.

Agreed to be an Agenda item for May for further discussion.

**Minute 114265**      **To consider passing a resolution to sign up to the Civility and Respect Pledge**

Deferred to the June meeting

**Minute 114266**      **Neighbourhood Plan – The Glebe**

Discussed above



**Minute 114267**      **April 2025 Mini-Market report**

The monthly Mini Market Report had been circulated by Cllr Donovan prior to the meeting. The Chair pointed out some of the items need to be reported by parishioners direct to the appropriate authority rather than reporting them to the Parish Council.

Consideration of the points raised:

1. The pathway linking Silverdale and High Street has no hand rail on the steps and there is a need for lighting. This area gets flooded and the mud is then slippery – this should be reported to MDDC
2. Children are using the Skate Park as a slide and a request had been for sign pointing out the area was for skateboarding. Agreed no action to be taken
3. 2 Exeter Road – a parishioner had pointed out when Planning Permission was granted for a second house to be built in the back garden this was on condition the original building was demolished. To date this had not happened and is currently being used as two separate properties with lights being on at night in the older building and the windows having been replaced at the rear. The parents are apparently living in the new bungalow. Agreed to report to MDDC.
4. Mr Croome had indicated he was awaiting reply relating to the Parish Flags and their poor condition – Clerk had contacted Mr Croome for an update on the flags' condition.
5. The light near the Room 4U is not working in the car park. Parishioners should report this to DCC quoting the pole number.
6. There are bad poles in the road leading out o Silverton on Tuns Road – these should be reported to DCC on line using “report a fault”

**Minute 114268**      **Update re Broad Oak Working Group**

No update

**Minute 114269**      **Correspondence**

- (a) Email received from Ron Bailey re safety of lithium-ion batteries and a campaign run by the charity Electrical Safety First and asking for the Parish Council's support

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

- (b) Email received from Peter Davey relating to dogs being walked in the Recreation Field

Noted

- (c) To note Community Emergency Planning Workshop at Kentisbeare Village Hall on 20<sup>th</sup> May 2025 at 8.00 p.m.

Noted

**Minute 114270**      **Matters brought forward by the Chair (no decision can be made on any items raised)**

The Chair reported he had attended a Multi Parish meeting at Thorverton.

The Chair closed the meeting to members of the public and the press at this point.

## **PART II**

**The Council are excluding members of the public and the press to progress a matter of a confidential matter (Public Bodies (Admissions to Meetings Act) 1960 Local Government Act 1972 ss 100 and 102**

### **Minute 114271      To consider quotations to re-surface Skate Park (a) to plane off and (b) not to plane off**

The quotes from Devon Tarmacasters and White Rose Tarmacadam Limited were considered and the relevant figures considered. After discussion it was RESOLVED to accept the quote from Defon Tarmaster. Proposed by the Chair and agreed unanimously by a show of hands.

The Chair confirmed a budget of £15,000 had been agreed for this project

### **Minute 114272      Consider quotation received from Evolution Skateparks Limited to remove (and retain) the steel toe plates**

A quotation had been received from Evolution Skateparks in the sum of £565.00 + VAT to remove all the tow plates on 6 existing units to facilitate the rectification of hard standing tarmac base. RESOLVED the quotation be accepted. Proposed by the Chair and unanimously agreed by a show of hands.

It was noted there would be a similar cost should the plates be found to be not reusable.

Meeting closed at 9.42 p.m.