

Minutes of the meeting of Silvertown Parish Council
held Monday 7th July 2025 at 7.30 p.m. in the Silvertown Community Hall

Present: Cllrs Ruth Harrison, C Everleigh, Gavin Donovan, Simon Hedges (Chair), Olivia Kennard, Allen MacManus, Lewis Ward, Josh Wright (also District Cllr), District Cllr Rhys Roberts and County Cllr Steve Keable.

Minute 114312 **Apologies for absence**

Apologies had been received from Cllrs Emily Chanter and Vicki Maylan

Minute 114313 **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 114314 **To consider any applications for co-option onto the Parish Council**

None received.

Minute 114315 **Meeting open to any questions from members of the public – 10 mins**

The Chair reported on points raised by parishioners at both the June and July Mini-Markets.

June Mini Market comments

It was noted that boys on motorbikes had been racing in the Square and a parishioner had asked what could be done.

A parishioner had commented that the main Square area is unwelcoming and she wondered if there was any scope for the provision of flower/flower baskets/containers/planters to be provided to improve the area. The Parish Council generally felt this would look nice but there were issues as to who would water and maintain any such items. It was agreed the Clerk would revert to the parishioner to see if she had any ideas and if she would be willing to look after hanging baskets etc?

A request for new benches in the Little Rec had been raised and Cllr Harrison confirmed she had provided an update on these.

The Chair stated he had created a proforma to be used at Mini Markets where the parishioner's contact details can be noted and this will allow the Parish Council to update the parishioner on any progress made on the issues raised.

July Mini Market comments

A request for “Do not park” leaflets had been made. It was noted that parking issues were not the responsibility of the Parish Council but the County Council or, in the event of an obstruction, the Police.

It had been reported that the light outside the Surgery was not working. Cllr Wright confirmed this is a MDDC light and he will report it. Cllr Ward confirmed he would also report the fault and the Chair will report it on the DCC website. Cllr Donovan queried if solar lighting might be more efficient, but it would more effective to fix the lights we already have.

The metal bench seat on the Pond Site was rusty and may need replacing. Cllr Donovan had inspected the bench and he felt it was generally in good condition but repairs are needed. Cllr Donovan confirmed he would follow up on any possible contractors with a view to repair.

A parishioner had pointed out that Mr and Mrs Trebble had originally donated 3 trees which had been planted on the Pond Site but 2 have now died. A weeping willow had been suggested to replace the trees but it was noted Willows do need a water supply and it would probably not grow very well in this position, so a replacement tree would not be progressed. It was agreed to ask the Handyman if he could give a quote to remove the 2 dead trees.

Silverdale road sign is missing – Cllr Donovan will report this on the DCC site.

Cllr Kennard confirmed she would attend the October Mini-Market.

Minute 114316

Discussion with County Cllr Steve Keable and District Councillor Josh Wright

The monthly report from County Cllr Keable had been circulated to all Councillors prior to the meeting. DCC had ended the 2024/2025 financial year without going over budget although it had been accepted tough choices lie ahead.

DCC are to trial a “pothole repair blitz” where all potholes would be filled in an area rather than just those dealing with safety defects. There is currently a repair backlog of around £390 million and a budget of about £100 million a year to deal with this.

DCC have agreed an ambitious multi-million investment programme to establish 12 new children’s homes, 20 specialist foster places and up to 4 new therapeutic schools over the next 10 years. It was noted there had been a 29% increase in Devon children in residential homes since 2020 and many of those are not in the County. This means they are away from their support networks and friends and family.

Cllr Rhys Roberts reported that an electronic survey is available via MDDC website. Parishioners are able to give their views on government reorganisation and resident’s priorities.

He confirmed the first refund letters in relation to the overpayment of rent had been sent to tenants.

Funding Visitor Economy Grants were now available and are open to small and medium sized local businesses.

With regard to training, updates are available for all Councillors and these can either be in person or on line.

With regard to Tidcombe, a successful appeal had been made by the Developer for a 100 unit

development. The principal reason for approval was recorded as the new housing targets imposed by the Government. This was the first time such a reason had been given to overturn objections, and may well be a sign of things to come.

District Cllr Roberts indicated he believed the travellers were still occupying land near the Leisure Centre in Cullompton and notice to leave was still to be served by DCC.

District Cllr Wright reported that there are plans to upgrade the Waste Depot during the coming year in order to increase its capacity. This would also allow the recycling of soft plastics.

The MDDC Annual Report was available to read on its website which showed some interesting stats and figures.

District Cllr Wright indicated that Rob Jones (Manager of Silverton Football Club) had asked him to present the Footballer of the Year. He had been very surprised that there were circa 350 people involved in the event and he asked if the Clerk could provide a "Thank You" card for all the work Mr Jones and his team had put into making this Club so successful – this was agreed unanimously.

The Chair reported that the Handyman had indicated that the recycling bin in the Little Rec never seems to be emptied. Clerk to report to Darren Beer and copy in Cllr Wright. The Chair confirmed there had been problems in the Square with people disposing of large amounts of waste in the bins. The Handyman had spoken to some people and it appears this has lessened the amount of household rubbish being placed in the litter bins.

Minute 114317 **Minutes of the meeting held on the 2nd June 2025**

RESOLVED the Minutes of the meeting held on the 2nd June 2025 be accepted as a true record. Proposed by the Chair and unanimously agreed by a show of hands.

Minute 114318 **Action Plan**

110 – Road Conditions and Repairs (Traffic Safety Working Group)

111 – Road repairs from Park Road to Red Cross - It was noted the Deed of Easement was on-going

113 – Road Warden Scheme – Cllr Ward confirmed there was no current updated.

114 - Land drainage issues at Roach Lane – this was progressing

120 – Traffic and Pedestrian Safety (Traffic Safety Working Group)

123/124 – Pedestrian safety on Upexe Lane – the Local Highways Officer had agreed to meet on site. The Chair pointed out there had already been a site meeting when the location for the signs had been discussed. The Chair had prepared location site images which would be forwarded to DCC.

It was noted that Mr Miles Snowdon had resigned from the Broad Oak Scheme Working Group and it was agreed to ask him if he wished to continue as a member of the Traffic Safety Working Group.

125 – Speeding at Ellerhayes - a handheld survey will be carried out in the near future.

130 – Public Transport

132(a) – Bus Bay outside The Meads – no update since January – Clerk to chase up.

132(b) - New Timetable in Square – the time limit for delivery by DCC had now expired and Clerk to chase.

210 – Big Rec (Vicki Maylan & Ruth Harrison)

215 – Re-surfacing of Skate Park – this work has now been carried out. It was noted there will be a small additional cost with Evolution Skate Parks for the provision of a new plate.

219 – Request by Football Club to have an electric point in the Tennis Hut - awaiting an update

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

232 – Lime Tree Regeneration Programme – this is an Agenda item

234 – Removal of brambles from cobbled path - Cllr Chanter to arrange for this work to be carried out during July.

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

242 – Investigation re purchase of telephone box for £1 – Clerk is making enquiries as to ownership of the land on which the telephone box sits

300 – Admin, Finance and Miscellaneous (Chair and Cllr Harrison)

303(b) – Provision of additional seating in Little Rec. Two quotes had been received.

(i) A Isaac - £456.00 and (ii) Handyman - £300.00.

RESOLVED the Parish Council accepts the quote from the Handyman. Proposed by the Chairman and unanimously agreed by a show of hands

306 – Facebook Poll re CLT – The Chair had published the Poll in February and only two responses had been received. RESOLVED no further action to be taken. Proposed by the Chair and unanimously agreed by a show of hands.

307 –Emergency Plan - ongoing

309 – Expand sharing facility on Parish Council website - Clerk to arrange meeting with Cllr Wright.

310 – Purchase of additional dog bin – the Clerk had not been able to confirm who owns the triangle of land in Newcourt Road. The Chair suggested the Clerk writes to DCC asking permission to site a dog bin on the triangle and this was agreed. Clerk to also contact Dareen Beer to establish if MDDC would empty it if placed on this site.

314 – Finance meeting - Chair to arrange

315 – Evening Training Course - Clerk to arrange

316 – Purchase of Pay as You Go telephone - deferred to August

Minute 114319 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

25/00760/CAT – Notification of intention to remove `1 Cherry Tree within the Conservation Area – 6 Church Road, Silverton

It was noted that this application was no longer showing on the MDDC website

25/00751/FULL – Variation of condition 2 of Planning Permission 25/00383/FULL (erection of self build dwelling and garage following demolition of existing barn) to allow for substitution of plans in respect of amendments to the positioning of the dwelling, design and positioning of the garage with associated changes to the site layout and condition 5 relating to revised wording of the Arboriculture Impact Assessment – land and building at NGR 294958 104779 Ravenhayes, Silverton

RESOLVED – no response – Proposed by the Chair and unanimously agreed by a show of hands.

25/00835/CAT – Notification of intention to fell 1 Cedar, 1 Thugia and 1 Conifer in a Conservation Area – 35 Fore Street, Silverton

Details relating to this application on the MDDC Planning Website were not available, so no response could be determined and provided.

25/00899/HOUSE – Replacement of flat and pitched roofs – 3 Newcourt Road, Silverton

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

(b) Approvals/Refusals (received from MDDC)

APPROVAL OF FULL PLANNING PERMISSION – 50 Fore Street, Silverton – 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 (25/00392/HOUSE).

APPROVAL OF FULL PLANNING PERMISSION – change of use of orchard to extension of burial ground – land at NGR 295718 102810 South of Silverton Church Hall, School Road, Silverton (25/00370/FULL)

APPROVAL OF FULL PLANNING APPLICATION – Erection of replacement garage – 17 Church Road, Silverton (25/00554/HOUSE)

(c) Any other planning matters

None

Minute 114320

Finances

(a) Monthly invoices

- Mrs S Woodland – Clerk's wages + backpay - £753.12 + Microsoft invoices for May (£12.36), June (£12.10) and July (£12.10) = £789.68
- Mr D Marsden – Handyman's monthly invoice - £650.00
- HMRC – Clerk's NI + Income Tax (Quarter 1) = £744.73
- Silverton Room 4U – Broad Oak Working Group meeting 30.6.2025 - £25.00
- Parsons Landscapes Limited – May grounds maintenance - £1,337.93
- Parsons Landscapes Limited – June grounds maintenance – £1,196.40
- Silverton Street Market – grant towards set up costs - £500.00
- White Rose Tarmacadam Ltd = Resurfacing skate park - £13,968.00

RESOLVED the above invoices be paid. Proposed by the Chair and agreed by a show of hands

(b) Other Financial Matters

- (i) To note Thomas Westcott's Schedule detailing the monthly Direct Debit payments

It was noted that the initial payment would be £90.00 and thereafter £30.00 per month on the 24th of each month through April 2026

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

A copy of the end of month bank reconciliation was available for Councillors to view. The Bank Reconciliation was countersigned by the Chair and Cllr Harrison

- (iii) Update re purchase of additional Dog Bin for the Square area

Deferred to August meeting

- (iv) Report of Chair/Vice Chair interim finance meeting

Deferred to August meeting

- (v) Update re application for Credit Card via Unity Trust Bank

Cllr Harrison reported that further information was required:

Primary Administrator – Clerk

Second Administrator – Clerk had suggested Cllr Maylan if she is happy to do so. If not the Chair would take on this role.

Name on card – Silverton P.C.

Option to block transactions – e.g. gambling. Cllr Harrison confirmed the appropriate link doesn't work and the page is blank.

Date of Statement – 2nd of the month

Set maximum monthly & transaction spend - £1,000.00

RESOLVED the above additional information be agreed. Proposed by the Chair and unanimously agreed by a show of hands.

The Forms will need to be signed, dated and forwarded to Unity Trust Bank.

- (vi) To note MDDC Live Grant schemes for applications or expressions of interest: "Love your Town Centre funding – expressions of interest", "Community Commercial Hubs – expressions of interest", "improving your Visitor Economy Assets – expressions of interest" and "Green Enterprise Grants 2025 – applications now open"

Noted

- (vii) Church Clock

The Chair reported that Smiths of Derby had not sent the email relating to the parish clock inspection to the correct email address in August 2024 and this had only now been received.

A three year term offer to service the parish clock in 2025-2027 offered at a discount in exchange for payment in advance will be £817.00 + VAT with no annual price increases. Alternatively an annual payment of £300.00 can be made but this would be subject to annual price increases.

RESOLVED to accept the three year term offer at a cost of £817.00 + VAT. Proposed by the Chair and unanimously agreed by a show of hands.

Minute 114321 **Review of Parish Council Policies (i) Asset Register & (ii) Complaints**

RESOLVED to amend the Policies with the following wording added:

“This policy will be reviewed annually each June, or earlier if so required by legislation or additional material or if otherwise decided by the Parish Council.”

Proposed by the Chair and unanimously agreed by a show of hands.

Minute 114322 **Update re Broad Oak Working Group**

A meeting had taken place but not a lot had been decided. It was noted that Mr Miles Snowdon had resigned from the Group and it was agreed to send him the Parish Council's thanks for all the work he had contributed to the Group.

A discussion took place as to whether or not there was sufficient wood for the Church roof repairs.

It was noted the Primary School needs somewhere to store their wood.

Minute 114323 **Lime Tree Regeneration Programme**

The Chair confirmed there was currently no progress.

Minute 114324 **Support for “20s Plenty” initiative from Cllr Hodgson. Propose to advise Cllr Keable that 20 mph limit is supported for the built up areas of Silverton and Ellerhayes**

The Chair had independently received an email from “20's Plenty” requesting support for 20mph limited in rural areas. PROPOSED the Parish Council supports the initiative for Silverton and Ellerhayes and for any other Parishes who wish to be included in the initiative (rather than a blanket setting of all built up areas in Devon to 20mph.

Minute 114325 **Correspondence**

- (a) Road Closure Notice – Tuesday 8th July 2025 to Wednesday 9th July 2025 – new telegraph pole – road past Channons Farm, Silverton
- (b) Road Closure Notice – Wednesday 15th October 2025 to Tuesday 21st October 2025 – Strathculm Road, Bradninch – patching works

Minute 114326 **Matters brought forward by the Chairman**

It was noted residents in Park Close were concerned the grass in their area was not being cut anymore. They had spoken to one of the workers who had apparently confirmed they

would not be cutting this area in the future. District Cllr Wright confirmed residents must report this as a complaint on the MDDC website.

Meeting closed at 8.59 p.m.