

Minutes of the meeting of Silverton Parish Council
held Monday 7th September 2026 at 7.30 p.m. in the Silverton Community Hall

Present: Cllrs Simon Hedges (Chair), Olivia Kennard, Peter Kidds, Gavin Donovan, Chris Eveleigh & District Cllr Rhys Roberts

Minute 114530 **Apologies for absence**

Apologies received from

Minute 114531 **To note any declarations of interest:**

- (a) Pecuniary
None
- (b) Other Registerable Interest
None
- (c) Non-Registerable Interest
None

Minute 114532 **Meeting open to any questions from members of the public – 10 mins**

No members of the public attended the meeting

Minute 114533 **Discussion with County Cllr Steve Keable & District Cllrs Rhys Roberts and Josh Wright on any relevant issues**

Minute 114534 **To approve Minutes of the meeting held on 6th July 2026**

RESOLVED the Minutes of the meeting dated 1st June 2026 be accepted as a true record. Proposed by Cllr Eveleigh. A vote by way of a show of hands took place with 5 in favour and 1 abstention

Minute 114535 **To approve the Minutes of the meeting held on 3rd August 2026**

Minute 114546 **Action Plan**

A copy of Action Plan had been circulated to all Council members prior to the meeting.

Items being followed up County Cllr Keable, Di

124 – Pedestrian signs at each end of Upexe Road

125 – Speed check at Ellerhayes

126 – Dropped Kerbs at Applemede

127(a) - Double Yellow Lines on small sections of Wyndham Road, Coach Road and Fore Street

131 – Bus Shelter

(
Public Transport

132(a) – Bus Bay outside The Meads

132 (b) – Bus Timetable

Recreation Field

220 – Public Protection Order

222 – Potential community orchard on MDDC land in Recreation Field

224 – Bike Trail/Ramps in Rec

Little Rec, Berry, Church and Environs

232 –

239 - Provision extension of Little Rec Lease

241(a) – Fire Engine House – Signage

242 – Telephone box

Admin, Finances and Miscellaneous

307 – Emergency Plan

320 – Transfer of Land to Parish Council

Minute 114547 **Planning**

(a) **Applications**

26/01113/FULL – Demolition of existing stables and erection of stable barn – Old Ruffwell Farm, Thorverton

26/01041/FULL – Change of use of agricultural land to sui generis use for dog walking field and widening of existing access – Land at NGR296047 103352 Roach Lane, Silverton

26/01160/DPO – Application under Town & County Planning (Modification and Discharge of Planning Obligations) Regulations 1992 to seek to modify the terms of a Section 106 Agreement pursuant to planning permission 22/00969MOUT

(b) Approvals/Refusals (received from MDDC)

Refusal Permission In Principle – Erection of one dwelling – Little Morland, Bradninch (26/00955/PIP)

Approval – Demolition of public house and erection of 5 dwellings and associated works – Ruffwell Inn, Thorverton (26/00715/FULL)

Certificate of Lawful Use – 10 Ellerhayes, Hele (26/00912/CLP)

(c) **Any other planning matters**

None

Minute 114548 **Finance**

(a) **Monthly invoices**

- Mrs S Woodland – Clerk's wages/expense reimbursement - £762.60 + expenses (£12.10 July Microsoft payment) = £774.70
- Mr D Marsden – Handyman monthly invoice = £673.00
- PKF – external audit fee - £378.00
- The Richard's Educational Charity – annual rent re Little Rec for period 29.09.26-28.09.2027 - £10.00
- Silverton Community Hall – Hire of Hall x 16 re Engine House Committee meetings - £128.00
- Silverton Parochial Church Council – grant re grass cutting for financial year 2026/2027 - £1,624.00

- Silverton Parochial Church Council – grant re administration costs for Parish Newsletter for financial year 2026/2027 - £270.00
- Steve Land – grounds maintenance re cobbled path - £30.00

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

(b) Any other invoices received since date of agenda

None

(b) Other Financial Matters

To note purchase of a ream of white photocopying paper from Amazon with the Parish Council Credit Card - £17.99

(i) To note Direct Debit payments during July/August

- Westcotts LLP – Accountant’s monthly fee - £36.00 x 2 = 72.00
- Lloyds Bank PLC – monthly fee re Lloyds credit card - £3.00 x 2 (£6.00)
- Lloyds Bank PLC – Service Charge £7.00 x 2 (£14.00)

(ii) To review contract for electricity supply to Air Ambulance Landing Site

(iii) To note receipt of 14th Edition of Local Council Administration Book

(iv) To note Bank Reconciliations for July & August 2026 – circulated to Councillors prior to the meeting

(v) To note conclusion of Annual Audit and the “Exceptions” noted by the External Auditor

(vi) Requirement for a New Parish Council Website

(vii) To note pay increase for Clerks agreed by NALC backdated to April 2026 – 3.3% per annum

(viii) Training – to consider training course(s) available via DALC

(ix) Consider quotations received in relation to refurbishment of Parish Noticeboard

(x) Note result of inspection of Recreation Field by Chair and Cllr Kennard

Minute 114549 **Review of Policies**

- (i) Civility & Respect Pledge
- (ii) Asset Register Policy
- (iii) Data Register Policy
- (iv) IT Policy

Minute 114550 **Fire Engine House update – Report by Fire Engine House Committee**

Minute 114551 **Road Warden Scheme update (to consider DCC Road Warden Scheme Agreement)**

A further resident had volunteered to join the Scheme and the Clerk has forwarded the details to Cllr Ward.

Minute 114552 **Update re Emergency Plan**

No update

Minute 114553 **September Mini Market Report**

Minute 114554 **Correspondence**

- Email from Oliver Foster re grounds maintenance
- Email from Patricia Allwright re Community Land Trust
- Road Closure Notice – 30.09.2026 to 02.10.2025 for maximum of 5 days – Parsonage Lane, Silverton

Minute 114556 **Matters brought forward by the Chair**

Meeting closed at