

**Minutes of the Annual Meeting of Silverton Parish Council**  
**held Monday 10<sup>th</sup> May 2021 at 7.30 p.m. in the Silverton Community Hall**

**Present:** Parish Cllrs A Melville (Chairman), F Derbyshire, V Maylan, S Cross, J Wright (also in capacity of District Councillor) K Faulhaber & S Roach

The Chairman pointed out prior to the meeting that following NALC Regulations face to face Council meetings should deal with urgent matters only and the meeting should be kept as short as possible.

**Minute 113332**      **Election of Chairman**

Councillors were reminded that the Chairman, under Covid Regulations, had not been elected last year and continued his service from his election in 2019

Cllr Maylan proposed Cllr Melville be elected Chairman. Cllr Roach seconded the proposal. A vote was taken with all Councillors in favour.

The Chairman reminded Councillors that under Standing Orders the position of Chairman was for a continuous period of 3 years only and his term as Chairman would therefore expire in December of this year. It was agreed to address the tenure of Chairman at a future meeting.

**Minute 113333**      **Election of Vice Chairman**

Cllr Maylan proposed Cllr Cross to be Vice-Chairman. Cllr Roach seconded the proposal. A vote was taken with all Councillors in favour.

**Minute 113334**      **Election of Committees/Representatives on Local Organisations**

(a)      **Planning Committee**

The Chairman pointed out that currently the Planning Committee consists of all Parish Councillors but he felt it would be helpful to have a designated Committee. After discussion Cllr Roach proposed the following be appointed the Parish Council's Planning Committee:

The Chairman, Cllr Faulhaber, Cllr Cross and Cllr Maylan

Cllr Derbyshire seconded the proposal. A vote was taken with all Councillors in favour

(b)      **Representative on Community Hall Management Trust**

The Clerk reported she had spoken with Mrs Gill Barrett who had confirmed she was happy to continue as the Parish Council representative on the Community Hall Management Trust.

Cllr Cross proposed that Mrs Barrett continues as the Parish Council representative. Cllr Trebble seconded the proposal. A vote was taken with all Councillors in favour.

(c) Footpath Officer

Cllr Derbyshire confirmed she would like to continue in this role.

Cllr Maylan proposed Cllr Derbyshire be appointed the Parish Council Footpath Officer. Cllr Cross seconded the proposal. A vote was taken with all Councillors in favour

(d) To note representatives on Richard's Educational Charity

It was noted that Mr Geoffrey Knowles and Mrs J Payne were the current Parish Council representatives on the Richard's Educational Charity

(e) To appoint representative to Silverton Parochial Trust

It was noted that Mr James Blackburn and Mrs Jill Riggs were the Parish Council representatives on the Trust. However, the Clerk had received Mrs Riggs' resignation and therefore the Parish Council needed to appoint a further representative.

Cllr Maylan stated she would carry out some research on the Silverton Parochial Trust and may be interested in being the second representative. It was agreed to defer any decision to the June meeting

**Minute 113335**      **To note any Declarations of Interest**

None

**Minute 113336**      **To note any apologies**

None

**Minute 113337**      **Meeting open to any questions from members of the public – 10 mins**

Mr D Matthews attended the meeting and asked if the Parish Council had been consulted on the Clyst Vale River Plan, Broadclyst Neighbourhood Plan or the Regional Forest Plan. He pointed out that these Plans would affect Ellerhayes and in particular with increased parking. Mr Matthews pointed out there were already severe parking problems at Ellerhayes Bridge due to increased visitors generally.

It was agreed the Clerk would contact EDDC to request the Parish Council be brought up to date on the current position with regard to the Plan and ask to be added as a Consultee in the future.

Cllr Deed recommended the Clerk look at the website and find the District Cllr for that area and consult with that Cllr also.

Mr Wise also attended the meeting and asked if there was any progress with regard to the repairs to the Red Cross to Park Road section of highway as this had been an ongoing issue for many months now. The Chairman confirmed the Parish Council shared his concerns regarding the time it has taken to carry out repair work and it had been chasing DCC.

Cllr Cross stated that she had received an email from DCC which stated that Park Road was subject to its routine 6-monthly safety inspection on the 11<sup>th</sup> February when 4 safety pothole defects were identified and passed for repair and these were carried out on the 16<sup>th</sup> February. A further defect had been subsequently reported. No further information is available regarding the scheme itself and she had been advised to contact the local Neighbourhood Officer.

Cllr Cross reminded the meeting that potholes should be reported via the DCC website and where these meet the criteria they will be repaired.

Mr Wise queried why S106 monies were not being used by MDDC to repair this section of road. District Cllr Deed pointed out that road repairs were not the responsibility of MDDC but that of DCC and therefore any available S106 funds cannot be used for this purpose.

#### **Minute 113338**      **Minutes of the meeting held on the 12<sup>th</sup> April 2021**

The Chairman proposed the Minutes be accepted as a true record. Cllr Derbyshire seconded the proposal. A vote was taken with all Councillors in favour.

#### **Minute 113339**      **Review of Action Plan**

*Parish Lengthsman* – it was noted that the contractor at Thorverton was not willing to carry out any additional work outside his Parish

*Asset transfer of grass areas* – Cllr Derbyshire confirmed she had made contact with Steve Densham at MDDC who was awaiting information from colleagues.

*Footpath between High St/Silverdale* – Cllr Wright confirmed that an inspection of the path had been carried out and recommendations made with quotations for the work being obtained.

#### **Minute 113340**      **Discussion with County Cllr M Squires, District Cllr J Wright & District Cllr B Deed**

District Cllr Deed reported that the results of the 6 County elections resulted in a Liberal Democrat having won the Crediton seat and the other 5 Wards having Conservative Councillors. The 3 Mid Devon elections were also won by Conservative Councillors. Mid Devon District Council had a new Chair, Vice-Chair and Chair of Scrutiny.

District Cllr Deed stated that the only planned meeting of the District Council is a Cabinet Meeting followed possibly by a Scrutiny Meeting. All meetings are being kept to a minimum until after 21<sup>st</sup> June.

District Cllr Wright reported that fund raising was being set up to support the work of the Carbon Zero Group.

#### **Minute 113341      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:**

21/00832/PIP - Permission in Principle for the erection of 1 dwelling Location: Springfield Farm Hele Exeter Site

After discussion Cllr Faulhaber proposed that the Parish Council did not support the above application due to concerns the building may not be suitable for the location and local environment and may set a precedent for other less permanent structures at the location. Cllr Roach seconded the proposal. A vote was taken with all Councillors in favour.

21/00790/CAT - Notification of intention to fell 1 Leylandii tree within the Conservation Area Location: 20 Parsonage Lane Silverton Exeter

Cllr Cross proposed the Parish Council supports the above application. Cllr Faulhaber seconded the proposal. A vote was taken with all Councillors in favour

21/00672/HOUSE - Erection of shed: 6 Church Road Silverton Exeter

Cllr Cross proposed the Parish Council supports the above application. Cllr Faulhaber seconded the proposal. A vote was taken with all Councillors in favour

21/00624/HOUSE - Erection of a replacement summerhouse: South Cottage School Road Silverton

Cllr Faulhaber proposed the Parish Council supported the above application. Cllr Roach seconded the proposal. A vote was taken with all Councillors in favour.

##### **(b) Approvals / Refusals**

**APPROVAL** -Formation of roof terrace with glazed staircase enclosure and associated works - Queen Anne House 5D Fore Street Silverton Exeter

**APPROVAL** - Erection of garden room: 38 Ellerhayes Hele Exeter EX5 4PU

##### **(c) Any other Planning matters**

None

## **Minute 113342**      **Finances**

### **(a) Monthly invoices**

Chq 002474 Chq cancelled - spoilt

Chq 002475 Mrs S Woodland – Clerk’s monthly wage (£631.78) + expenses (£32.99)

Chq 002476 Mr D Marsden – Contractor’s monthly invoice - £300.00

Chq 002477 Mrs E Trebble – Neighbourhood Plan monthly Zoom meeting - £14.39

Chq 002478 SC & MG Luxton – infilling of old skateboard ramp - £1,500.00

Chq 002479 EDF – electricity costs re Air Ambulance landing site - £8.61

Chq 002480 Mrs S Woodland – ink cartridges - £26.98

The Chairman proposed the above invoices be approved for payment. Cllr Derbyshire seconded the proposal. A vote was taken with all Councillors in favour.

### **(b) Other financial matters**

#### **(i) To consider litter bin for Recreation Field**

Cllr Maylan reported there had been an increase in litter in the Recreation Field and around the Oak Tree. She felt an additional litter bin was required near the Oak Tree, or outside the Children’s Play Area, with a further littler bin near the benches on the lower area of the Recreation Field. Cllr Wright confirmed he would obtain quotes for consideration at the June meeting.

#### **(ii) To consider Smith of Derby’s quotation for maintenance of parish clock**

The new contract prices from Smith of Derby had been received:

(a) a further 3 year contract would be £584.00 + VAT payable in advance

(b) an annual contract would be £211.00 + VAT plus a small annual increase (usually 3%) and an invoice would follow the visit date

Cllr Roach proposed the Parish Council accept the 3 years contract at a cost of £584.00 + VAT. Cllr Derbyshire seconded the proposal. A vote was taken with all Councillors in favour

#### **(iii) To consider email received from Melissa Phillips re possible allocation of flowers**

An email had been received from Melissa Phillips in which she suggested the Parish Council might consider allocating some flowers from the budget to Christine Pryke as a thank you from the Parish Council for all her work in organising and tidying the book swap. It was noted that the Parish Council appreciated all the work she had put into overseeing the book swap but it had not asked for this to be set up. There were many people in the Parish who had also carried out good works during the National Lockdowns which had

benefitted residents.

After discussion the Chairman proposed flowers would not be arranged. Cllr Maylan seconded the proposal. A vote was taken with all Councillors in favour.

The Chairman proposed that the Parish Council write to Christine Pryke and thank her for all she has done, and continues to do, in overseeing the Book Swap. Cllr Roach seconded the proposal. A vote was taken with all Councillors in favour.

(iii) To consider quotation from Zurich re renewal of public liability insurance

A further 5 year Long Term Agreement had been offered from Zurich in relation to the Parish Council's public liability insurance:

- (a) a 5 year LTA premium cost £382.42 per annum
- (b) a 3 year LTA premium cost £388.92 per annum
- (c) an annual 1 year standard premium cost £395.39

After discussion Cllr Faulhaber proposed the Parish Council agree a 5 year Long Term Agreement. Cllr Wright seconded the proposal. A vote was taken with all Councillors in favour.

(iv) To consider Parish Council contributing £76 towards the cost of installation of the goal posts in the Recreation Field

Cllr Wright explained that there is likely to be a shortfall between the amount raised by the community and the cost of the purchase of the goal posts/installation of approximately £76.

It was noted a further quotation was required and the Clerk will contact Stuart Luxton.

Cllr Roach proposed the Parish Council would underwrite a maximum of £100 towards the cost of the purchase and installation of the goal posts. Cllr Derbyshire seconded the proposal. A vote was taken with all Councillors in favour.

(v) Update re recycling bins for the Square

Specification and cost of recycling bins had been circulated to Councillors prior to the meeting. Cllr Wright reiterated that Planning and Conservations and Recycling at MDDC had confirmed the recycling bins would be emptied if they were placed next to the litter bins in the Square. The plastic recycling bins cost £400 with the possibility of a further 15% reduction for a bulk order.

The Chairman pointed out that the Parish Council had previously agreed at the Budget Meeting to provide recycling bins in the Square and there was a budget earmarked for this purpose of £800.00

After discussion the Chairman proposed the Parish Council purchase 3 recycling bins at the best price possible with Cllr Wright and Cllr Derbyshire liaising with Planning at MDDC as to siting. Cllr Derbyshire seconded the proposal. A vote was taken with all Councillors in favour.

**Minute 113343**      **Neighbourhood Plan update**

Cllr Trebble confirmed that Locality had now signed off the Environmental Report and the Committee now have to review the draft Plan to ensure it corresponds. The Committee have applied to Locality for further funding towards the Neighbourhood Plan and it is anticipated the next consultation will take place by the end of the year.

**Minute 113344**      **Electric Vehicle Charging Points**

Cllr Wright informed the meeting that MDDC had mentioned siting charging points in the public car park and District Cllr Deed confirmed the Silverton Car Park was in the priority list to be considered on a forthcoming Agenda.

**Minute 113345**      **Car Sharing Schemes**

Cllr Wright stated that car sharing schemes appear to have a long process but he would like to have the Parish Council's support to make further enquiries into the process.

It was agreed the Parish Council would support a Car Sharing Scheme in the Parish.

**Minute 113346**      **Correspondence**

- (a) Note email from Kier & Co re road closure – to carry out works outside 14 Exeter Road – 24/5/2021 to 28/05/2021
- (b) Note Regulation 14 Consultation re Tiverton Neighbourhood Plan for period 13.4.2021 to 17.00 p.m. on 11.6.2021
- (c) Request from Chair of 1<sup>st</sup> Silverton Scours to have use of Little Rec either 11 a.m. – 2 p.m. or 2-5 p.m. over weekend of 11-12<sup>th</sup> July for village-wide treasure hunt.

Cllr Derbyshire proposed the Parish Council agree to the Scouts having use of the Little Rec during the above times. Cllr Roach seconded the proposal. A vote was taken which was unanimous.

**Minute 113347**      **Matters brought forward by the Chairman**

None

Meeting closed at 20.35 p.m.