

**Minutes of a Meeting of Silverton Parish Council**  
**held Monday 5<sup>th</sup> July 2021 at 7.30 p.m. in the Silverton Community Hall**

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

**Minute 113363**      **To note any Declarations of Interest**

None

**Minute 113364**      **To note any apologies**

Apologies were received from Cllr Webb and County Cllr M Squires

**Minute 113365**      **Meeting open to any questions from members of the public – 10 mins**

No members of the public present

**Minute 113366**      **Minutes of the meeting held on the 7<sup>th</sup> June 2021**

The Chairman proposed the Minutes of the Meeting held on the 7<sup>th</sup> June 2021 be accepted as an accurate record. Cllr Derbyshire seconded the proposal. A vote was taken with 6 in favour and 3 abstentions

**Minute 113367**      **Review of Action Plan**

Transfer of Grass Areas – Cllr Derbyshire reported that to date she had not received a response from Steve Densham @ MDDC despite chasing. She pointed out that the Parish Council had raised this year's precept on the understanding we would be taking over responsibility of the various grass areas. Cllr Wright confirmed he would chase MDDC for a swift response.

Book Swap The Clerk reported that she had spoken with the Council's Insurers who had confirmed the structure could be covered under its Public Liability Insurance for no additional cost but requires regular risk assessments to be carried out. With regard to any structural damage the Council could insure this risk at a cost of £25.39 per annum stating a value for the structure of £1,000.00

The Chairman proposed the Parish Council insure the structure for public liability subject to a suitable risk assessment approach being agreed between the Book Swap Committee and the Parish Council. Cllr Cross seconded the proposal. A vote was taken with all members present in favour.

A query arose regarding the level of excess in the event of a claim. The Clerk located the relevant information and the Chairman informed the meeting the excess payable would be £100.00

Cllr Wright proposed the Parish Council agrees the additional premium to its Policy in relation to the new book store and underwrites any excess as a result of any claim. Cllr Roach seconded the proposal. A vote was taken with all members present in favour.

Men's Football Club – remove from list.

Goal posts – Cllr Wright reported that the Contractor has to erect the goal posts which hopefully would be in the near future.

**Minute 113368**      **Discussion with County Cllr M Squires, District Cllr J Wright & District Cllr B Deed**

District Cllr J Wright stated he did not have a great deal to report this month. He mentioned that the application for a Certificate of Lawfulness in relation to the garden shed on Tiverton Rd had been refused.

He was dealing with issues on behalf of Housing Tenants.

The new Neighbourhood Plan for MDDC was in the process of being drafted and the Silverton Neighbourhood Plan Committee should deal with local issues. The MDDC Plan will deal with how Tiverton, Cullompton and Crediton grow in the future and Cllr Wright stated he would keep people updated on how the Plan was progressing

District Cllr B Deed confirmed the District Council had commenced physical meetings although only committee members were required to attend with others being able to watch via Zoom. There was currently a shortage of staff but it was hoped services will be maintained. In particular there was a shortage of HGV lorry drivers. With regard to the Local Plan he reiterated MDDC had started working on the new Plan. A number of interesting planning applications have been considered with a site in Tiverton recommended by Officers but turned down by Planning Committee and one vice versa. Reasons for refusing the first application were stated as the same for approving the second application.

**Minute 113369**      **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:

21/01219/HOUSE – 1 St Mary's View – installation of 2 windows to rear converted garage

It was noted that the Parish Council had not been consulted in relation to the application for a Certificate of Lawfulness. The Clerk would check her records and if this was the case she would confirm the position to District Cllr Deed.

With regard to the installation of the windows, Cllr Cross proposed the Council full supports the application. Cllr Derbyshire seconded the proposal. A vote was taken with 7 in favour and 2 abstentions.

21/01113/LBC – Listed Building Consent for the relocation of ground floor bathroom, creation of ensuite to master bedroom, replace 4 windows in South elevation, new casements to kitchen window and repair to loft window -South Cottage, School Road, Silverton

Cllr Faulhaber proposed the Parish Council fully supports the above application. Cllr Maylan seconded the proposal. A vote was taken with all 8 in favour and 1 abstention.

21/01259/PIP – Permission in Principle for the erection of a dwelling – Lorrane, Silverton

After discussion Cllr Faulhaber proposed the Parish Council did not support the above application as the property was outside the Settlement Limit and it does not believe there are any exceptional reasons for permission to be granted. Cllr Roach seconded the proposal. A vote was taken with 7 in favour and 2 abstentions.

21/01178/HOUSE - Erection of single storey extension following demolition of outbuilding – 4 Tiverton Road, Silverton

Cllr Derbyshire proposed the Parish Council fully supported the above application. Cllr Cross seconded the proposal. A vote was taken with 7 in favour and 2 abstentions

#### (b) Approvals / Refusals

**APPROVAL** - Erection of storage shed and goat shed – Southcoombe Bungalow, Silverton

**REFUSAL** - Conversion and side extension to existing garage to form annex and front extension to form new garage – 26 Ellerhayes, Hele

**LISTED BUILDING CONSENT** – for installation of replacement windows on front elevation – Archies Cottage, 4 Fore Street, Silverton

**LISTED BUILDING CONSENT** – for replacement of asbestos corrugated sheet roof with slates, removal of window and reinstatement of door to include formation of steps and replacement door to side passage, installation of gas metre box, installation of new window opening and double doors in rear elevation, re-rendering to front façade, alteration to ground and first floor layout – 12 Exeter Road, Silverton

**APPROVAL** – erection of replacement summerhouse – South Cottage, School Road, Silverton

**NO OBJECTIONS** to fell 1 Leylandii tree – 20 Parsonage Lane, Silverton

**REFUSAL OF CERTIFICATE OF LAWFULNESS** – proposed erection of a garden room – 1 Fore Street, Silverton

**APPROVAL** – erection of larger conservatory following demolition of existing –  
17 Applemede, Silverton

**CERTIFICATE OF LAWFULNESS** – proposed conversion of garage to  
ancillary accommodation – 1 St Marys View, Silverton

(c) Any other Planning matters

None

**Minute 113370**      **Finances**

(a) Monthly invoices

Chq 002497 Mrs S Woodland – Clerk's monthly wage (£631.79) & expenses  
(£26.97)

Chq 002498 Mr D Marsden – Contractor's monthly invoice - £300.00

Chq 002500 HMRC – Clerk's Tax and NI - £495.64

Chq 003561 *Cancelled*

Chq 002562 Mr G Hibbert – grass cutting

The Chairman proposed the Parish Council accept the above payments . Cllr Derbyshire seconded the proposal. A vote was taken with 8 in favour and 1 abstention.

Cllr Trebble informed the meeting she had concerns regarding the standard of grass cutting and in particular the Pond Site. Clerk to clarify with Contractor as to what he cuts on the Pond Site

(b) Other financial matters

(i) Consider quote from MDDC re installation of three recycling bins (£142.00)

Cllr Wright proposed the Parish Council accepts the quote from MDDC of £142.00 to install the recycling bins together with an additional cost for ancillary fittings. Cllr Derbyshire seconded the proposal. A vote was taken with all members present in favour.

(ii) Consider report from Cllr Webb re condition of Old Fire Station Roof

Cllr Webb had circulated her report prior to the meeting and the temporary repair had been authorised. One quote had been obtained to repair the roof.

Cllr Faulhaber stated he had looked at the earth at back of the Old Fire Station with our Contractor. An email had been received from the Contractor who confirmed that he could cut back the branches and repair the gutter with provided parts. There was no compost heap against the wall but compacted earth and an old tree root. Some of the compacted earth he believes arose from previous contractors' spoil in relation to the Christmas Tree and the new disability access. To remove the soil would take 20 man hours and as his contract is 25 hours per month this is beyond his remit. A quote to remove the soil by spreading it over the Little Rec was given of £15 per hour making a total of £300.

The Chairman proposed the Contractor's quote of £300 be accepted on the condition the soil is to be distributed around the edges of the Little Rec and trees on the top bank. Cllr Roach seconded the proposal. A vote was taken with all members present in favour.

A general discussion arose regarding the options available to sell the Old Fire Station after which Cllr Derbyshire proposed the Parish Council investigate its options to sell the building. Cllr Faulhaber seconded the proposal. A vote was taken with 7 in favour and 1 abstention.

Clerk to obtain further quotes for the repairs

Clerk to check if the works set out in the second quote in relation to the bus shelter have been carried out.

(iii) To note Clerk has submitted papers to External Auditor

Noted

(iv) Transfer of grass areas in village to Parish Council from MDDC

Discussed above

#### **Minute 113371**      **Annual Review of Standing Orders**

The Chairman pointed out when he was elected Chairman it was part way during the Council's year. In previous Minutes it had been resolved that a Chairman would only be in post for a maximum of 3 years which would mean his term of office would cease in December. However, Standing Orders 5f refers and it was agreed this allows the Chairman to continue until next May

The Chairman proposed the Standing Orders be accepted as drawn. Cllr Maylan seconded the proposal. A vote was taken with all members present in favour.

#### **Minute 113372**      **Annual Review of Risk Assessment**

It was noted the Risk Assessment contained assessments in relation to COVID.

It was noted that at the bottom of page 3 (cheques) reference to Cllr J. Roach should be removed.

The Chairman proposed the Risk Assessment be accepted as drawn (subject to above amendment) and to include COVID with a review in 12 months' time. Cllr Roach seconded the proposal. A vote was taken with all members present in favour.

#### **Minute 113373**      **Consider organising Litter Pick (requested by Cllr Cross**

Cllr Cross proposed the Parish Council organise a Litter Pick sometime over the Summer period and advertise we have the necessary equipment for parishioners to carry out a Litter Pick. A suggestion was made that this could possibly be tied in with the introduction of the new recycling bins. Cllr Cross will liaise with Cllr Wright and coordinate a date. Cllr Miller seconded the proposal. A vote was taken with all members present in favour.

**Minute 113374****Request for the Rec Field to be used on 28<sup>th</sup> August 2021 by the Common Players re “The Tuck Inn” event**

The Clerk had given permission in principle outside the meeting to this event after liaising with the Chairman. The Chairman proposed the Parish Council ratifies this decision. Cllr Maylan seconded the proposal. A vote was taken with all members present in favour.

**Minute 113375****Neighbourhood Plan update**

Cllr Trebble confirmed the Committee were working towards a Consultation in September and has someone helping the Committee with this. The Committee is preparing to advertise on social media and encouraging parishioners to comment. Committee Members will be attending the Mini Market to speak to parishioners and get views.

**Minute 113376****Correspondence**

It was noted the Queen's Green Canopy was an initiative to plant trees to commemorate the Queen's Platinum Jubilee in 2022. A discussion arose regarding possible areas to plant trees and it was agreed the Clerk to obtain a free Tree Pack from and take advice from Cllr Faulhaber.

**Minute 113377****Matters brought forward by the Chairman**

Cllr Derbyshire reported the following:

Footpath no 2 -horses are still using this footpath and it had become completely overgrown. DCC are investing the use of the footpath by horses and the path has been strimmed

Footpath no 9 is overgrown. This has not been strimmed yet but DCC have been informed horse riders are using this foothpath to gallop their horses which is very dangerous.

Cllr Maylan asked if an update could be provided as to when the Rope Bridge is likely to be repaired.

Meeting closed at 8.56