

Silverton SPC – Action Plan March 2025 – sph

No	Minute No.	Date of decision	Action Required	Update	Status
100 – TRAFFIC, TRAVEL & TRANSPORT – Cllr Josh Wright					
110 – Road Condition and Repairs (Traffic Safety Working Group)					
111	113267	7.12.2020	Monitoring of road repairs from Park Road to Red Cross – has Deed of Easement been drafted?	06.10.2024 – no update. 26.02.2025 – County Cllr Squires sent an email to the Local Highways Office asking for an update but no reply as yet 09.04.2025 – no update – raise with Cllr Steve Keable.	
112	113689	03.04.2023	Condition of Park Road to Red Cross	06.10.2024 – first noted. 03.04.2025 – still no update 09.04.2025 – no update – raise with Cllr Steve Keable.	
113	113922	30.08.2024	Agreed to contact volunteers of the Road Warden Scheme with an update	06.10.2024 – Volunteers were updated 27.01.2025 – Road warden specification drafted and circulated to Cllrs on 6 January 2025. 26.02.2025 – An “Information Pack” is being compiled for distribution at Mini-Markets 03.04.2025 – on going. Mr Foster did not wish to prepare a survey of the potholes in the village 09.05.2025 – Clerk to provide Cllr Ward with details of volunteers	
114	114210	03.02.2025	Roach Lane	26.02.2025 – District Cllr Wright to update meeting re gravel and mud which comes down Roach Lane during periods of heavy rain 03.04.2025 – As above. 09.05.2025 – Cllr Squires visited with Highways Officer, – raise with Cllr Steve Keable.	
120 – Traffic and Pedestrian Safety (Traffic Safety Working Group)					
121	113744	03.07.2023	“20 is Plenty” scheme	1.10.2023 – SPC to monitor possible funding to permit an application to be formally made to change speed limit in the village. Also to watch out for lobby groups and campaigns which SPC can join.	OH

122 (was 121)	113764	06.12.2023	Speedwatch Group	06.10.2024 – further volunteers required.26.11.2024 – on hold until further volunteers come forward and the Silverton Speedwatch Group can be formed.	OH
123 (was 122)	113877 113958	13.5.2024 02.10.2024	Pedestrian safety on Upexe Lane	06.10.2024 – requested submitted via County Cllr M Squires 02.10.2024 Request “Pedestrian” signs for junction with A396 and Upexe Road and one at the top of Exeter Road 26.11.2024 – DCC has confirmed SPC can fund and erect signs to help with pedestrian safety. Any signage would need to be agreed by DCC. County Cllr M Squires agreed if a Locality Grant application is submitted and it is approved she will agree a figure of £300.00 towards the cost of the signs. 26.02.2025 – a request placed in the Parish Magazine asking people to wear bright clothing when walking on Upexe Road. 03.04.2025 – The Sub-Committee has met and Cllr Ward had circulated notes of the meeting 09.05.2025 – no change	
124	114014(a) 114028(a)	06.01.2025 13.01.2025	Clerk to contact Local Highways Officer for guidance as to appropriate signs/location for the signs and siting of one solar light onto Upexe Lane	27.01.2025 – meeting held with the Local Highways Officer and County Cllr M Squires. Notes to follow. 03.04.2025 – awaiting guidance from DCC re siting of signs. 09.05.2025 – no update – raise with Cllr Steve Keable.	
125 (was 124)	114230(i)	03.02.2025	Speeding at Ellerhayes	26.02.2025 – Email sent to County Cllr Squires requesting initial speed monitoring be carried out and thereafter, if appropriate, a SCARF assessment. 03.04.2025 – no update 09.05.2025 – no update – raise with Cllr Steve Keable.	

130 – Public Transport

131	113877	13.05.2024	Request for a bus shelter at the junction of Upexe Lane and A396	06.10.2024 – Broad Oak Group looking into providing bus shelter. Plans are being drafted and will be submitted to DCC for approval – no update 26.11.2024 – monitor until seasoned oak was available from the Broad Oak Group	OH
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132a	113949	02.09.2024	Request to DCC for a bus bay outside The Meads (also new bus pole in School Road).	26.11.2024 – Clerk and Chair had a meeting with DCC and notes of that meeting were circulated to all Councillors. 04.01.2025 – DCC provided an update and hopefully the new Case showing the bus times will be erected shortly (see 132b, below). DCC asked to drill the relevant holes and the PC will arrange to have it installed. With regard to the new bus pole in School Road there is currently confusion as to who owns the triangle of land on which the pole is to be erected. Investigations are on-going. DCC has confirmed the work is being allocated to the spreadsheet but the line marking at The Meads and the poles may take time.	OH
132b	113949	2.09.2024	Request to DCC for a new timetable holder to be affixed to the back wall of the bus shelter in the Square.	09.05.25 – Clerk to chase DCC bus stop contact to prompt regarding this, as nothing has been heard.	
133	113646(17)	09.01.2023	Revised Stagecoach bus timetable – this would remain on the Action Plan for the time being	12.5.2024 – no action required at this stage	OH
134	113858	08.04.2024	Clerk to chase County Cllr Squires as to the date when subsidies will be considered	26.11.2024 – chasing email sent to County Cllr Squires – no update as yet 26.02.2025 – no update 03.04.2025 – no update 09.05.2025 – Cllr Steve Keable be asked to assist	
200 – COMMUNITY SPACES & ACTIVITY					
210 – Big Rec (Vicki Maylan & Ruth Harrison)					
212	113983	04.11.2024	Agreed to purchase a sign for both gates of Children's Play Area saying "No Ball Games in Children's Play Area".	03.04.2024 – U bolts obtained at cost of £24.00. One sign erected, possibly both 09.05.2025 – signs now erected – remove from Plan	X
213	113679	06.03.2023	Clerk to review historic papers to try and ascertain the contractor who provided the gate to the children's play area	6.02.2025 – awaiting works to be carried out by Rhino Play 03.04.2025 – as above 09.05.2025 – works now completed by Rhino Play. Remove from plan.	X
214	113880(b)(x)	13.5.2024	Smart Meter in Tennis Hut	30.06.2024 – no further update re a smart meter being fitted. See also 219.	OH

215	113934	05.08.2024	Agreed to ask Evolution Skate Parks if they would provide a specification for the repair/complete replacement of the skate park surface	<p>03.11.2024 – Clerk has spoken to Evolution re proposed specification and await draft.</p> <p>26.02.2025 – White Rose Tarmacadam Limited confirmed the material is adequate for a skate park.</p> <p>Devon Tarmasters has stated that due to the lack of drainage in the area there are some limitations regarding the materials that can be used to overlay the existing surface. However, the product recommended is the most suitable option it can offer as it is specifically designed for all-weather sport pitches (MUGAs) which are typically subject to heavy use.</p> <p>03.04.2025 – Due to be fitted on 25/06/26. On April Agenda</p>	
217	113950 (a)	02.09.2024	Update School re bug hotels	<p>06.10.2024 – School updated and a request for any volunteers to make the bug hotels made. Awaiting response</p> <p>27.01.2025 – bug hotels made and awaiting confirmation from the Primary School as to where they wanted them put</p> <p>03.04.2025 – to be reviewed at April meeting</p> <p>09.05.2025 – recommendations from Cllr Harrison & Maylan as to siting of bug hotels in Recreation Field are due.</p>	
219	113996	02.12.2024	Request by Football Club to have an electric point in the Tennis Hut to provide teas/coffees at matches	<p>04.01.2025 – awaiting to hear from a qualified electrician that the work is feasible and appropriate bodies have been consulted.</p> <p>26.02.2025 – Football Club confirmed it has 2 electricians who are willing to carry out the work and both has verbally stated that the work is easily performed. Rob Jones has contacted DAA but has had no response and is chasing.</p> <p>03.04.2025 – awaiting update from Football Club</p> <p>09.05.2025 – update from Football Club an Agenda item (concerns about goals, request for pitch maintenance quote)</p>	
	114226	03.02.2025	Request by Football Club to extend the old Tennis Hut in order to store a Portaloo behind closed doors. If this not feasible a request made to build a stand alone toilet block near the Tennis Court	<p>26.02.2025 – response from Football Club re additional enquiries received and circulated to Councillors</p> <p>03.04.2025 – Cllr Wright to clarify as to whether or not planning permission would be required for these works.</p> <p>09.05.2025 – as above</p>	

220	114015(a)	06.01.2025	Public Protection Order for the whole of Recreation Field	04.01.2025 – Cllr Wright to update meeting re the Public Spaces Protection Order 04.01.2025 – Chair to report on meeting in Recreation Field with Cllrs Maylan and Kennard 27.01.2025 – Cllr Wright to provide update at meeting 03.04.2025 – as above 09.05.2025 – as above	
230 – Little Rec, Berry, Church and Environs (Olivia Kennard and Emily Chanter)					
230a	113793	04.12.2023	Trees on Berry (Maintenance) currently no problems/	26.11.2024 – Contractor removed the weeds from the base of the wall of the paved area on the Berry after discussing with Chair and Clerk. A quote was received from Contractor to remove remaining weeds which was approx. 12 hrs work (£300) plus a skip would probably need to be hired. Explained the PC had not budgeted for this work during the current financial year and would need a formal resolution. 04.01.2025 – Clerk has not heard from Mr Paul Webster as to whether or not the Church would agree to the weeds being placed on their bonfire. Cllr Donovan to give update 26.02.2025 – Clerk has not heard from Mr Webster 03.04.2025 – Propose to drop this as a lost cause.	
230b		04.12.2023	Weeds along the path in Church Road need attention	04.01.2025 – Quote from Handyman to remove weeds from Number 7 Church Road to the Berry is an Agenda item. 06.01.2024 – Quote accepted. 03.04.2025 – work has been completed. 09.05.2025 – Clerk & Chair to meet with Handyman asap (both Chair and Clerk have been away during the month and not been able to arrange a meeting)	

232	113865	08.04.2024	Lime Tree Regeneration Programme	<p>26.11.2024 –this it em would be considered further at the Budget Meeting</p> <p>04.01.2025 – copy diagrams considered for improvements on The Berry to be circulated to Councillors</p> <p>26.02.2025 – Chair to report on meeting with Cllrs Harrison and Kennard</p> <p>03.04.2025 – Chair to provide updated plan of the Lime Trees</p> <p>09.04.2025 – Draft plan provided by Chair.</p>	
234	113646(16)	09.01.2023	Historic cobbled path – agreed quotations be obtained to remove brambles and top covering from the path	<p>31.8.2023 – On hold.</p> <p>26.11.2024 – brambles and dead tree removed from the path.</p> <p>03.04.2025 – report given at April meeting as to suggestions regarding the cobbled path – Cllrs Kennard and Chanter</p> <p>09.05.2025 – Cllr Kennard to report on discussion with Mr N Maylan</p>	
235	114002(b)(iv)	04.01.2025	Installation of slow charging electrical points on lamp posts in the Car Park and to work with MDDC to achieve this aim	<p>04.01.2025 – Chair to update meeting re email sent</p> <p>27.01.2025 – Chair to give update at meeting re cost indicators from supplier companies</p> <p>26.02.2025 – Chair to update meeting as above – no response</p> <p>03.04.2025 – Cllr Wright to update meeting</p> <p>09.05.2025 – as above</p>	
236	114227	03.02.2025	Possible acquisition of land at the Glebe.	<p>26.02.2025 – email sent to the S106 Officer: reply awaited</p> <p>03.04.2025 – awaiting a response from S106 Officer as to possibility of utilising S106 monies towards the acquisition of land at the Glebe and also the suggested wording on future S106 agreements relating to public space contribution – “Towards the provision or improvement of public space in the parish of Silverton”</p> <p>09.05.2025 – Initial plays from County Focus rejected as not in line with Neighbourhood Plan. They have agreed to submit revised proposals, and are still keen to donate land to the Parish.</p>	
240 – Square, Fore St and High St (Lewis Ward & Chris Eveleigh)					
241	113634©	04.01.2023	Information Signage to be placed on the Old Fire Station	<p>26.11.2024 – on–hold pending seasoned oak from Broad Oak Committee to make sign</p>	OH

242	114242(a)	03.03.2025	Investigate purchasing telephone box for £1	03.04.2024 – ongoing 09.05.2025 – Clerk to contact BT.	
300 – ADMIN, FINANCES AND MISCELLANEOUS (Simon Hedges & Ruth Harrison)					
301	113001	01.02.2021	Consider S106 Projects and unspent funding – Vice Chair (Sarah Cross) to contact MDDC re variation of S106 Agreement	03.11.2024 – Cllr Wright to give update at meeting 26.11.2024 – Cllr Wright to give update at meeting as to whether MDDC approve the SPC placing bug hotels on their section of land in the Recreation Field 03.04.2025 – District Cllr Wright to update meeting 09.05.2025 – As location of bug hotels are no longer to be placed on MDDC land, this item to be closed.	X
303a	114015	06.01.2025	Sub-Committee set up to investigate possible ways of making School Road from the Square to the footpath safer	27.01.2025 – Sub-Committee meeting to be arranged. 03.04.2025 – Meeting held. Notes from the meeting circulated. 09.05.2024 Sub-Committee converted to Working Group at April PC meeting.	X
303b	114243	03.03.2025	Purchase seat for Little Rec utilising Locality Grant of £300	The Clerk and Cllr Harrison have purchased 2 seats to be placed on the Little Rec at a cost of £288.00. County Cllr Squires has confirmed the remaining £12.00 can be used towards the cost of placing these in situ. 09.05.2025 – Cllrs Kennard and Harrison to recommend placement of seating	
305	113861(b)(v)	08.04.2024	Direct Debit payment to Westcotts	26.11.2024 – direct debit will be set up as soon as possible 04.04.2024 – now that Bank Account is in place, can the direct debit be set up? 09.05.2024 – Direct Debit will be set up, when next a payment is due.	
306	113919	30.08.2024	Agreed to carry out a Facebook poll re interest in a CLT information evening	26.02.2025 – The Chair had placed a Poll on Facebook but only 2 responses were received. Agreed Chair would prepare an article to be included with the SPC report in the Parish Newsletter. 03.04.2025 – Chair to update meeting 09.05.2025 – as above.	

307	113924	30.08.2024	Agreed to circulate current Emergency Plan to Cllrs	30.8.2024 – plan has been circulated 03.11.2024 – Clerk and Cllr Cross were not able to meet during the month to review. 26.11.2024 – Clerk and Chair to consider Emergency Plan with a view to the SPC updating current Plan 04.01.2025 – Clerk and Chair have not as yet met to consider the Emergency Plan (due to Clerk's illness over the Christmas and New Year period) 03.02.2025 – ongoing 09.05.2025 – meeting to be arranged	
309	114028	13.01.2025	Expand sharing facility on SPC website	27.01.2025 – ongoing. Cllr Wright to advise Clerk and Chair. 03.04.2025 – as above 09.05.2025 – as above	
310	114262(iii)	07.04.2025	Purchase of additional dog bin	09.05.2025 – Cllr Kennard to recommend siting of a new dog bin (either in the Square or at junction of Newcourt Rd/Exeter Rd	
311	114262(vi)	07.04.2025	Request by Silverton Street Market to reinstate electricity supply to Old Fire Station	09.05.2025 – Cllr Harrison to update meeting.	
312	114271 & 114272	07.04.2025	Re-surfacing of skate park	09.05.2025 – White Rose Tarmacadam selected for resurfacing, Evolution Skate Parks selected to remove/replace footings. All further action on item 215.	X

Key:

Purple – On Hold (OH)	Grey – Final Appearance (X)		
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Traffic Working Group: Alan McManus (Councillor), Lewis Ward (Councillor), Miles Snowdon (Volunteer)

Broad Oak Sub-Committee: Sheila Woodland (Clerk), Josh Wright (Parish Councillor), Olivia Kennard (Parish Councillor), Miles Snowdon (Volunteer), David Wright (Volunteer), Nikki Shaw (Volunteer). Peter Kidds (Volunteer), John Kingdom (Volunteer)