

## Silverton SPC – Action Plan OCTOBER 2025

No	Minute No.	Date of decision	Action Required	Update	Status
<b>100 – TRAFFIC, TRAVEL &amp; TRANSPORT – Cllr Josh Wright</b>					
<b>110 – Road Condition and Repairs (Traffic Safety Working Group)</b>					
111	113267	7.12.2020	Monitoring of road repairs from Park Road to Red Cross – has Deed of Easement been drafted?	<p><b>26.02.2025</b> – County Cllr Squires sent an email to the Local Highways Office asking for an update but no reply as yet</p> <p><b>25.5.2025</b> – County Cllr Keable has been asked to chase</p> <p><b>30.06.2025</b> – County Cllr Keable has established that a site visit took place on the 28.05.2025 and the matter has been passed to the DCC drainage design team to discuss options. The Deed of Easement issue remains on-going.</p> <p><b>29.08.2025</b> – no update</p> <p><b>30.09.2025</b> – no update</p>	
112	113689	03.04.2023	Condition of Park Road to Red Cross	<p><b>06.10.2024</b> – first noted.</p> <p><b>25.05.2025</b> – County Cllr Keable to chase</p> <p><b>30.06.2025</b> – Site visit on 28.05.2025: the issue is a private duck pond. The matter has been passed to another DCC team to deal with the land drainage issues. Only when these have been resolved can the drainage issues be addressed and patching take place.</p> <p><b>29.08.2025</b> – no update</p> <p><b>30.09.2025</b> – no update.</p>	
113	113922	30.08.2024	Agreed to contact volunteers of the Road Warden Scheme with an update	<p><b>06.10.2024</b> – Volunteers were updated</p> <p><b>27.01.2025</b> – Road warden specification drafted and circulated to Cllrs on 6 January 2025.</p> <p><b>26.02.2025</b> – An “Information Pack” is being compiled for distribution at Mini–Markets</p> <p><b>03.04.3035</b> – on going. Mr Foster did not wish to prepare a survey of the potholes in the village</p> <p><b>25.05.2025</b> – relevant information on volunteers passed to Cllr Ward</p> <p><b>29.08.2025</b> – Letter for potential volunteers drafted by Cllr Ward.</p> <p><b>30.09.2025</b> – Cllr Ward to update meeting</p>	<b>D</b>

No	Minute No.	Date of decision	Action Required	Update	Status
114	114210	03.02.2025	Roach Lane	<p><b>26.02.2025</b> – District Cllr Wright to update meeting re gravel and mud which comes down Roach Lane during periods of heavy rain</p> <p><b>25.05.2025</b> – Cllr Keable has been asked to investigate.</p> <p><b>30.06.2025</b> – DCC has carried out minor pipe clearance at the bottom of Roach Lane which will help in a small way with the amount of runoff. The bigger issue is on private land. The Highways Officer has a patching scheme in, but needs the land drainage and discharge matters resolved first.</p> <p><b>09.08.2025</b> – no update.</p> <p><b>30.09.2025</b> – no update.</p>	OH

120 – Traffic and Pedestrian Safety (Traffic Safety Working Group)					
121	113744	03.07.2023	“20 is Plenty” scheme	<p><b>01.10.2023</b> – SPC to monitor possible funding to permit an application to be formally made to change speed limit in the village. Also watch out for lobby groups and campaigns which SPC can join.</p>	OH
122	113764	06.12.2023	Speedwatch Group	<p>06.10.2024 – further volunteers required. 26.11.2024 – on hold until further volunteers come forward and the Silverton Speedwatch Group can be formed.</p>	OH
123	113877 113958	13.5.2024 02.10.2024	Pedestrian safety on Upexe Lane	<p><b>06.10.2024</b> – requested submitted via County Cllr M Squires</p> <p><b>02.10.2024</b> Request “Pedestrian” signs for junction with A396 and Upexe Road and one at the top of Exeter Road</p> <p><b>26.11.2024</b> – 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.</p> <p><b>26.02.2025</b> – a request placed in the Parish Magazine asking people to wear bright clothing when walking on Upexe Road.</p> <p><b>03.04.2025</b> – The Sub-Committee has met and Cllr Ward had circulated notes of the meeting</p> <p><b>09.05.2025</b> – no change</p> <p><b>09.06.2025</b> – Sub-Committee to report.</p> <p><b>30.09.2025</b> – Sub-Committee to report.</p>	D

124	114014(a) 114028(a)	<b>06.01.2025</b> <b>13.01.2025</b>	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	<b>27.01.2025</b> – meeting held with the Local Highways Officer and County Cllr M Squires. Notes to follow. <b>29.08.2025</b> – location site images sent to the Local Highways Officer and a response is awaited <b>03.04.2025</b> – awaiting guidance from DCC re siting of signs. <b>25.05.2025</b> – County Cllr Keable has been asked to chase as to appropriate siting of signage <b>30.06.2025</b> – County Cllr Keable has confirmed the Highways Officer is happy to meet on site. Date to be agreed for meeting with Traffic Sub-Committee <b>29.08.2025</b> – location site images have been sent to the Local Highways Officer and a response is awaited <b>30.09.2025</b> – awaiting response from <b>Local Highways Officer</b> as to siting of signs	
125	114230(i)	<b>03.02.2025</b>	Speeding at Ellerhayes	<b>26.02.2025</b> – Email sent to County Cllr Squires requesting initial speed monitoring be carried out and thereafter, if appropriate, a SCARF assessment. <b>03.04.2025</b> – no update <b>05.05.2025</b> – County Cllr Keable to check the current position <b>30.06.2025</b> - a handheld survey will be carried out in the near future, but no date given. <b>30.09.2025</b> – no change. <b>County Cllr Keable</b> to update meeting regarding a date.	<b>D</b>

### 130 – Public Transport

131	113877	<b>13.05.2024</b>	Request for a bus shelter at the junction of Upexe Lane and A396	<b>06.10.2024</b> – Broad Oak Group looking into providing bus shelter. Plans are being drafted and will be submitted to DCC for approval – <b>no update</b> <b>26.11.2024</b> – monitor until seasoned oak was available from the Broad Oak Group	
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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)	<p><b>04.01.2025</b> – DCC provided an update: 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.</p> <p><b>29.08.2025</b> – Clerk has chased for an update and a response is awaited</p>	
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.	<p><b>25.05.2025</b> – the Integrated Public Transport Officer has confirmed a transition with its supplier ownership has now been resolved. He has been informed there is a 4-6 week window from 12<sup>th</sup> May 2025 during which he is expecting a large delivery and hopefully the new timetable holder will be received at that time.</p> <p><b>30.06.2025</b> – no change. 6 weeks was 23<sup>rd</sup> June.</p> <p><b>29.08.2025</b> – Clerk to chase</p>	
133	113646(17)	09.01.2023	Revised Stagecoach bus timetable – keep on Action Plan	<b>12.5.2024</b> – 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	<p><b>26.11.2024</b> – chasing email sent to County Cllr Squires</p> <p><b>25.05.2025</b> – County Cllr Keable has been asked to confirm the date(s) when subsidies are considered.</p> <p><b>30.06.2025</b> – County Cllr Keable is making enquiries – no update yet.</p> <p><b>01.09.2025</b> – Still no update</p> <p><b>30.09.2025</b> – County Cllr Keable to update meeting</p>	D
<b>200 – COMMUNITY SPACES &amp; ACTIVITY</b>					
<b>210 – Big Rec (Vicki Maylan &amp; Ruth Harrison)</b>					
214	113880(b)(x)	13.5.2024	Smart Meter in Tennis Hut	<b>30.06.2024</b> – no further update re a smart meter being fitted. See also 219.	OH

219	113996	<b>02.12.2024</b>	Request by Football Club to have an electric point in the Tennis Hut to provide teas/coffees at matches	<p><b>26.02.2025</b> – Football Club has 2 electricians prepared to carry out the work and both verbally stated that the work is easily performed. Rob Jones has contacted DAAT and is chasing.</p> <p><b>01.06.2025</b> – The Football Club has a written response from the DAAT confirming it is OK with a spur being taken off from the existing electrical ring, providing that the electrician is happy that the DAAT light and remove GSM switching systems won't be affected by the works then DAAT are happy for the works to proceed.</p> <p><b>29.08.2025</b> – awaiting an update from the Football Club</p> <p><b>01.10.2025</b> – The Football Club has confirmed it now has electricity on the DAAT supply and therefore going forward the electricity bill should be paid by them, A start date for payment has been suggested from the 1<sup>st</sup> October 2025.</p>	<b>D</b>
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219a	114226	<b>03.02.2025</b>	<p>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>	<p><b>26.02.2025</b> – answer from Football Club (FC) circulated to Cllrs</p> <p><b>03.04.2025</b> – Cllr Wright to clarify whether or not planning permission would be required for these works (no it's not).</p> <p><b>25.05.2025</b> –Regarding the goalposts, Ke Pring has confirmed it will come and inspect the goal posts but it will not be for a few weeks (email dated 13.5.2025). They believe it will be an easy remedy.</p> <p>Electricity supply to Tennis Hut: FC can provide all requirements for electrical installation with its engineer looking at the works in the next few weeks to provide a broad overview of the requirements. It is hoped work will be completed by the end of June.</p> <p>FC to confirm goals, pitches and balls to be the same size for all ages. For the past 10 years or so a different size of each is required every 2 years or so. FC currently has goals suitable for the U6s through to the U12s but as one of its team is progressing they need a U13 size. FC currently has collapsible goals for the teams and it could purchase some more and find another area to store them. Equally it may be able to install some new fixed goals with the aid of a FA Grant. These would be the same height as the existing goals but 4 feet narrower. If installed those and the repaired goal mouths would be able to be used by the community and would remain the property of the parish.</p> <p>Cllrs Maylan and Harrison to meet with the Club and Clerk awaiting Cllr Harrison's availability to enable this to be set up. The Clerk has asked that they ask the FC directly if it has contacted DAAT as this has been raised in emails but no direct response received.</p> <p><b>30.06.2025</b> - meeting held on 02/06/2025 and a copy of the notes circulated to Councillors prior to the June meeting. Clerk has confirmed by email that the Parish Council is in agreement that the FC can proceed with the concrete base for the Portaloo.</p> <p><b>29.08.2025</b> – awaiting an update from the Football Club</p> <p><b>01.10.2025</b> – The FC has indicated that they are no closer to getting any of the works started. However, padlock to the Hut has become quite rusty and they are experiencing problems entering. The Club is happy to purchase replacement locks with uncopiable keys and provide our Handyman with a copy.</p>	
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220	114015(a)	06.01.2025	Public Protection Order for the whole of Recreation Field	<p><b>04.01.2025</b> – Cllr Wright to update meeting.</p> <p><b>30.06.2025</b> – District Cllr Wright has provided MDDC with a copy of the Office Copy Plan relating to the Parish Council’s ownership of the Recreation Field. This has been passed to the Legal Department and a draft report is awaited. Cllr Wright to monitor and update.</p> <p><b>29.08.2025</b> – a draft Dogs Variation PSPO is going before Cabinet at MDDC shortly which includes Silverton Recreation Field.</p> <p><b>01.10.25</b> – <b>Cllr Wright to update meeting</b></p>	<b>D</b>
221	114343(b)(viii)	03.09.2025	Ask Handyman to provide a quote to repair/replace fencing in Big Rec adjacent to Coach Road	<b>01.10.2025</b> – Handyman has come back with a quote which is above £525.00. Quotations will need to be obtained from others and PC to agree specification and further quotations be obtained. Agenda Item.	<b>A</b>
222	114343(b)(ix)	03.09.2025	Potential community orchard on MDDC land in Recreation Field	<b>01.10.2025</b> – Confirmation has been given to the S106 officer of the Council’s support for the project. She is awaiting confirmation as to who would maintain the area but believes it would be MDDC.	
<b>230 – Little Rec, Berry, Church and Environs (Olivia Kennard and Emily Chanter)</b>					
232	113865	08.04.2024	Lime Tree Regeneration Programme	<p><b>03.04.2025</b> – Chair to provide updated plan of the Lime Trees</p> <p><b>09.04.2025</b> – Draft plan provided by Chair. Cllrs Kennard/Chanter/Harrison to update the Meeting</p> <p><b>30.06.2025</b> – Agenda item.</p> <p><b>30.08.2025</b> – Agenda item</p> <p><b>01.10.2025</b> – Agenda item. <b>Cllr Kennard to provide copy</b> Specification for approval by the Council.</p>	<b>A</b>
234	113646(16)	09.01.2023	Historic cobbled path – agreed quotations be obtained to remove brambles and top covering from the path	<p><b>31.8.2023</b> – On hold.</p> <p><b>26.11.2024</b> – brambles and dead tree removed from the path.</p> <p><b>03.04.2025</b> – report given at April meeting as to suggestions regarding the cobbled path – Cllrs Kennard and Chanter</p> <p><b>09.05.2025</b> – Cllr Kennard to report on discussion with Mr N Maylan</p> <p><b>25.05.2025</b> – as above</p> <p><b>30.08.2025</b> – as above</p> <p><b>29.08.2025</b> – the brambles and weeds now been cut back. Cllr Chanter to update.</p> <p><b>01.10.2025</b> – <b>Cllr Kennard to update the meeting.</b></p>	<b>A</b>
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	<b>30.06.2025</b> – Confirmation has been received from MDDC that the public car park is on the LEVI list but no timescales are known as yet	<b>OH</b>

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 plans 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>	OH
<b>240 – Square, Fore St and High St (Lewis Ward &amp; Chris Eveleigh)</b>					
241	113634©	04.01.2023	Information Signage to be placed on the Old Fire Station	26.11.2024 – on-hold pending seasoned oak from Broad Oak Committee to make sign	OH
242	114242(a)	03.03.2025	Investigate purchasing telephone box for £1	<p>09.05.2025 – Clerk to contact BT.</p> <p>29.08.2025 – There is a notice on the phone box stating the service is gone but the box is being preserved for future generations.</p> <p>01.10.2025 – Clerk as submitted a formal request to adopt the Kiosk, Cllr Wright to follow up regarding planning.</p>	D
243	114343(b)(i)	01.10.2025	Bench on Pond Site	01.10.2025 – Councillors to inspect current state of bench prior to meeting when decision to be made on how to proceed. Agenda item	A
244	11434(b)(ix)	01.10.2025	Possible troughs/hanging baskets in the Square	<p>29.08.2025 – date for a meeting to be arranged</p> <p>01.10.2025 – Clerk and Chair to meet with Christine Snowdon in October</p>	
<b>300 – ADMIN, FINANCES AND MISCELLANEOUS (Simon Hedges &amp; Ruth Harrison)</b>					
307	113924	30.08.2024	Agreed to circulate current Emergency Plan to Cllrs	<p>30.8.2024 – plan has been circulated</p> <p>03.11.2024 – Clerk and Cllr Cross were not able to meet during the month to review.</p> <p>26.11.2024 – Clerk and Chair to consider Emergency Plan with a view to the SPC updating current Plan</p> <p>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)</p> <p>25.05.2025 – Chair had attended area meeting on this topic. He is due to update at July SPC meeting.</p> <p>30.06.2025 - Chair to update meeting.</p> <p>01.10.2025 – no update</p>	

309	114028	13.01.2025	Expand sharing facility on SPC website	27.01.2025 – ongoing. Cllr Wright to advise Clerk and Chair. 30.06.2025 – meeting to be arranged between Chair, Clerk and Cllr Wright, when Cllr Wright is available. 30.08.2025 – meeting still to be arranged. 02.10.2025 – Cllr Wright met with Clerk to set up share.	D
312	114290(a)	12.05.2025	Clerk to investigate obtaining Parish Council Debit Card	25.05.2025 – ongoing 30.06.2025 – Agenda Item 29.08.2025 – on going 01.10.2025 – on going	A
314	114290(b)(i)1	12.05.2025	Chair, Vice-Chair and Clerk to have meeting to compare income and expenditure to budget	25.05.2025 – meeting to be arranged. Clerk cannot make June, so carry on between Vice Chair and Chair. Clerk to provide spend figs to end March 2025 30.08.2025 – Chair to distribute for August meeting. 01.10.2025 – Agenda item	D
315	114290(b)(i)6	12.05.2025	Clerk to report on cost of an evening training course with DALC and cost of individual training	25.05.2025 – ongoing 29.08.2025 – DALC has confirmed the webinars for planning cost £35 per session (there are 3 separate sessions), Code of Conduct webinar costs £30.00 + VAT and the 4 individual “being a good Councillor” modules each cost £15 + VAT each so total of £60 + VAT per delegate – on Agenda 01.10.2025 – meeting arranged for Monday 10 <sup>th</sup> November at 6.30 p.m.	A
316	114290(b)(i)7	12.05.2025	Clerk to purchase Pay as You Go mobile for parish business	25.05.2025 – ongoing 24.07.2025 – Clerk utilising her old mobile. Sim card purchased + £10.00 credit. New bespoke Parish Council tel no = 07783 050 484	X

### Key:0

Purple – On Hold (OH)	Grey – Final Appearance (X)	D – Definitely Discuss at meeting	A – Agenda Item for this meeting
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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)