

## Silverton SPC – Action Plan – JUNE 2026

No	Minute No.	Date of decision	Action Required	Update	Status
<b>DCC Items</b>					
<b>100 - Items being followed up by County Cllr Steve Keable</b>					
114	114210	<i>03.02.2025</i>	Roach Lane (meeting re gravel and mud which comes down Roach Lane during periods of heavy rain)	30.06.2025 – DCC carried out minor pipe clearance at the bottom of Roach Lane but the bigger issue is on private land. The Local Highways Officer (LHO) has a patching scheme in, but needs the land drainage and discharge matters resolved first. 28.1.2026 - County Cllr Keable has confirmed that clearance of gravel is a MDDC road sweeping issue although he will check with DCC. 06.05.2026 – agreed this matter to remain on hold. County Cllr Keable confirmed the Scheme number as 244626527	<b>OH</b>
124	114014(a) 114028(a)	<i>06.01.2025</i> <i>13.01.2025</i>	Clerk to contact Local Highways Officer for guidance as to appropriate signs/locn for the pedestrian signs and siting of one solar light onto Upexe Lane (solar lights since ruled out).	<b>27.01.2025</b> – mtg with LHO and County Cllr M Squires. <b>29.08.2025</b> – location site images sent to the LHO <b>30.06.2025</b> – County Cllr Keable confirmed the LHO will meet on site. <b>29.08.2025</b> – location images sent to the LHO and a response awaited <b>30.09.2025</b> – no response from LHO re siting of signs <b>28.01.2026</b> – County Cllr Keable to ask LHO for an update <b>23.02.2026, 09.04.2026</b> – County Cllr Keable to update <b>06.05.2026</b> – relevant information to be re-sent to County Cllr Keable. <b>29.05.2026</b> – Info sent. County Cllr Keable to meet the LHO on 21/22 May – update awaited.	<b>D</b>
125	114230(i)	<i>03.02.2025</i>	Speeding at Ellerhayes	<b>26.02.2025</b> – County Cllr Squires asked for initial speed monitoring be carried out and thereafter, if appropriate, a SCARF assessment. <b>30.06.2025</b> – a handheld survey will be carried out in the near future. <b>30.09.25,30.12.25, 01.12.25</b> – no update from County Cllr Keable <b>28.01.2026</b> - County Cllr Keable to ask LHO for an update <b>23.02.2026, 09.04.2026</b> – County Cllr Keable to update <b>06.05.2026</b> – Clerk and Chair to provide plan to County Cllr Keable showing where the speed radar should be sited. <b>29.05.2026</b> – plan was provided to County Cllr Keable – update awaited	<b>D</b>

No	Minute No.	Date of decision	Action Required	Update	Status
126	114365	<i>06.10.2025</i>	Possible provision of drop kerbs in Applemede	<p><b>28.01.2025</b> - email from a parishioner giving suggestions for drop down kerbs and steps was forwarded to County Cllr Keable.</p> <p><b>09.04.2026</b> – email re-sent to County Cllr Keable. He advised that nothing could be done regarding the cut through footpath to Applemede.</p> <p><b>06.05.2026</b> – County Cllr Keable to update on the drop kerb.</p> <p><b>29.05.2026</b> – County Cllr Keable to report on his meeting with the LHO.</p>	<b>D</b>
127(a)	114365	<i>03.10.2025</i>	Double yellow lines on small sections of Wyndham Rd, Coach Rd and Fore St.	<p><b>29.-05.2026</b> – consolidated relevant information on all three sets of lines has been passed to County Cllr Keable and he has submitted a formal request or the double yellow lines to the Local Highways Officer. No further action expected until September.</p>	<b>D</b>
127(b)	114406	<i>01.12.2025</i>	DYL Coach Rd	<b>29.05.2026</b> – combined with 127(a) above	<b>X</b>
127(c)	114406	<i>01.12.2025</i>	DYL The Lamb	<b>29.05.2026</b> – combined with 127(a) above	<b>X</b>
131	113877	<i>13.05.2024</i>	Request for a bus shelter at the junction of Upexe Lane and A396	<p><b>23.02.2026</b> – consider additional shelter on the other side of the road.</p> <p><b>09.04.2026</b> – Northbound shelter ruled out by SPC. Cllr Keable reported that DCC would prefer shelters on both sides of the road, there is no space on the northbound side.</p> <p><b>06.05.2026</b> – Cllr Harrison/County Cllr Keable to update meeting re meeting with Mark Phillips and position with regard to whether or not planning permission will be required.</p> <p><b>29.05.2026</b> – confirmation received that planning permission is not required. Cllr Harrison and County Cllr Keable met with the DCC Transport Coordination Officer in April 2026. As a result the southbound site has been assessed and is acceptable in principle subject to some works which may be required. With regard to the northbound site this is more problematic as there is insufficient hard standing for a bus shelter. DCC looking at potential other site. County Cllr Keable to provide update.</p>	<b>D</b>

No	Minute No.	Date of decision	Action Required	Update	Status
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 poles in School Road there is confusion as to who owns the triangle of land on which it 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: a response is awaited</p> <p><b>28.01.2025</b> - Clerk has chased again.</p> <p><b>23.02.2026</b> – no update. Cllr Keable asked to chase.</p> <p><b>09.04.2026</b> – Cllr Keable to report. Where is this in DCC priority list?</p> <p><b>06.05.2026</b> – Relevant copy document has been forwarded by clerk to County Cllr Keable. County Cllr Keable to update on any progress.</p> <p><b>29.05.2026</b> – County Cllr Keable to give update.</p>	<b>D</b>

#### 120 – Traffic and Pedestrian Safety (Traffic Safety Working Group)

121	113744	03.07.2023	“20’s Plenty” scheme	<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.	<b>OH</b>
122	113764	06.12.2023	Speedwatch Group	06.10.2024 – on hold until volunteers come forward and a Silverton Speedwatch Group can be formed.	<b>OH</b>

#### 130 – Public Transport

132b	113949	2.09.2024	New timetable holder to be affixed to the bus shelter in the Square.	<p><b>30.12.2025</b> – Chair &amp; Cllr Kennard had a site meeting and will update at the meeting.</p> <p><b>28.01.2026</b> – timetable holder cannot be opened to fix or insert papers.</p> <p><b>23.02.2026</b> – holder key received and passed to Chair.</p> <p><b>09.04.2026</b> – Key now with Cllr Wright.</p> <p><b>06.05.2025</b> – Cllr Wright to provide update.</p> <p><b>29.05.2026</b> – key to cabinet has been mislaid – Cllr Wright to give update.</p>	<b>D</b>
133	113646(17)	09.01.2023	Stagecoach bus timetable	<b>12.5.2024</b> – no action required at this stage. Keep on Action Plan.	<b>OH</b>

#### 200 – COMMUNITY SPACES & ACTIVITY

#### 210 – Big Rec (Ruth Harrison)

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.	<b>OH</b>
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219	113996	<b>02.12.2024</b>	Request by Football Club (SYFC) to have an electric point in the Tennis Hut.	<p><b>01.10.2025</b> – SYFC now has electricity on the DAAT supply. Proposes SYFC pay bills from 01.01.2025.</p> <p><b>26.10.2025</b> – SPC is proposing a date of 1<sup>st</sup> Jan as bill is currently in credit.</p> <p><b>23.02.2026</b> – as SPC has a 3 year contract with E-on Next the invoices are issued to the Parish Council. Clerk is seeking advice from Devon Association of Parish Councils as to whether or not it can ask the Football Club to pay the amount due less the VAT which the Parish Council reclaims.</p> <p><b>09.04.2026</b> – Advice received from DALC stating that VAT cannot be reclaimed if the bill is to be paid indirectly by SYFC for their usage. So SPC to cross charge full amount to SYFC from 01.01.2026.</p>	
219a	114226rish		Request by SYFC to extend the Tennis Hut to store a Portaloo behind closed doors.	<p><b>30.06.2025</b> – Clerk confirmed to SYFC by email that the Parish Council agrees that they can proceed with the concrete base for the Portaloo.</p> <p><b>01.10.2025, 30.12.2025, 29.01.2026</b> – no further update.</p> <p><b>09.04.2026</b> – no further update. On hold until SYFC contacts us.</p>	<b>OH</b>
220	114015(a)	<b>06.01.2025</b>	Public Protection Order for the whole of Recreation Field	<p><b>24.11.2025, 30.12.2025, 28.01.2026</b> - Cllr Wright to update meeting.</p> <p><b>09.04.2026</b> – draft Order has been circulated to Cllrs.</p> <p><b>06.05.2025</b> – Cllr Wright to update</p> <p><b>29.05.2026</b> – Cllr Wright to give any update.</p>	<b>D</b>
221b (was 223)	114359(b)(iv)	<b>06.10.2025</b>	Replacement/repairs to fence in Recreation Field adjacent to Coach Road	<p><b>26.10.2025</b> – Chair/Cllr Kennard to update meeting</p> <p><b>28.01.2026</b> - specification has been sent to various contractors with a return date for quotations by 27<sup>th</sup> February 2026</p> <p><b>09.04.2026</b> – Clerk has confirmed to DB Fencing that his quotation was accepted. No acknowledgement from DB Fencing.</p> <p><b>06.05.2026</b> – not heard from DB Fencing. Chasing email sent.</p> <p><b>29.05.2026</b> – no update</p>	
222	114343(b)(ix)	<b>03.09.2025</b>	Potential community orchard on MDDC land in Recreation Field	<p><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.</p> <p><b>28.01.2026</b> - the Clerk has spoken with the S106 Officer who is awaiting confirmation from other officers at MDDC that additional funding is available to complete the project should it be necessary.</p> <p><b>09.04.2026, 06.05.2026, 29.05.2026</b> – no update.</p>	

224	114393	<i>01.12.2025</i>	Request by youths to create bike trail/ramps in the Recreation Field on land adjacent to the Children's Play Area	<p><b>30.12.2025</b> – Clerk has contacted the Clerk at Broadclyst Parish Council who advised planning permission may be required even if only earth humps/berms are created. She suggests a pre-application with MDDC to check. Costs obviously depends on what the Council may agree. She has given a contact who she feels would be happy to come out and advise on what best suits any ground available.</p> <p>Cllr has contacted youths to arrange a meeting.</p> <p><b>28.01.2026</b> - Clerk sent 2 emails to the youths but no response has been received.</p> <p><b>09.04.2026</b> – Cllrs Kennard/Chanter to report on their visit to Broadclyst.</p> <p><b>06.05.2026</b> – The Broadclyst site is quite informal in nature, and there was no response to ringing their phone number. Cllrs Kennard/Chanter to report on any updates</p> <p><b>29.05.2026</b> – Cllr Chanter is attempting to speak to Broadclyst Parish Council and will give update at meeting.</p>	<b>D</b>
225	114404	<i>01.12.2025</i>	ROSPA reports	<p><b>30.12.2025</b> – Rhino Play as been asked to carry out site visit in relation to the points raised in the ROSPA report. The Handyman has weeded the steps and is carrying out urgent maintenance work on them.</p> <p><b>09.04.2026</b> – Agenda item to consider quotations received</p> <p><b>06.05.2026</b> – AFS quotation accepted. AFS has confirmed the timber should be delivered on the 1<sup>st</sup> June. Works are booked in for 2<sup>nd</sup> June 2026.</p>	
<b>230 – Little Rec, Berry, Church and Environs (Olivia Kennard and Emily Chanter)</b>					
232	113865	<i>08.04.2024</i>	Lime Tree Regeneration Programme	<p><b>30.12.2025</b> – specification has been circulated and tenders requested in time for the February meeting</p> <p>13.04.2025 – Quotes received and work approved by Council. However, need to apply for planning approval from MDDC.</p> <p><b>06.05.2026</b> – Conservation Area Consent being applied for</p>	
234	113646(16)		Historic cobbled path – deal with brambles and top covering from the path	<p><b>29.08.2025</b> – Steve Land to monitor and reapply weedkiller as required. More significant work awaits the outcome of the grant application by the church in relation to the roof and associated public benefit.</p> <p><b>24.11.2025</b> – on hold awaiting update from Church re grant application</p>	<b>OH</b>
235	114002(b)(iv)	<i>04.01.2025</i>	Slow car charging points on lamp posts in the Car Park	<p><b>30.06.2025</b> – Confirmation received from MDDC that the Wyndham Road car park is on the LEVI list but no timescales are known as yet</p>	<b>OH</b>

236	114227	03.02.2025	Possible acquisition of land at the Glebe.	03.04.2025 –S106 Officer asked about the possibility of using S106 monies to acquired land at the Glebe and also to suggest wording on future S106 agreements relating to public space contribution – “Towards the provision or improvement of public space in the parish of Silverton” 09.05.2025 – Initial plans from County Focus rejected by SPC as not in line with Neighbourhood Plan. They will submit revised proposals, and are still keen to donate land to the Parish. 28.01.2026 - email sent to County Focus asking for an update but no response as yet. 09.04.2026 - no update. 06.05.2026 – Update has received from Country Focus confirming they are still progressing the potential sale of the site with their clients, and are working with all interested parties to make them aware of the Parish Council's position regarding the aspirations set out within the Neighbourhood Plan. No mention of reworking the plans.	OH
237	114444	02.03.2026	Conservation Area Consent for work on trees at Little Rec/Berry	09.04.2026 – no update as yet. Clerk to submit request. 06.05.2026 – no update.	
238	114444	09.04.2024	Little Rec work: Electricity, Planters on walls, Entrance Pathway	09.04.2024 – progression of initials works on Little Rec – Power Supply, Path and planters on top of walls – feedback from Richards Educational Charity (Cllr Kennard) and request from Street Market Committee (Chair) 06.05.2026 – S106 officer has received proposals and is seeking further advice on whether the proposals qualify. Cllr Kennard to report from R.E.C. 29.05.2026 – The Charity had indicated they were not agreeable to planters being placed on the wall due to recent renovation works. It would prefer only one picnic table and it had concerns regarding the proposed paving for the entrance to the Book Swap. Agenda item	A
239	114461(b)(v)	13.04.2026	Provision of new Lease	06.05.2026 – Confirmation received from the Richard’s Educational Charity that it is only currently able to offer the Parish Council a 12-month extension to the Lease. The Council is minded to accept when a formal proposal is received. The Charity is attempting to locate the Title Deeds to the land. 29.05.2026 – formal extension awaited.	D
<b>240 – Square, Fore St and High St (Lewis Ward &amp; Chris Eveleigh)</b>					
241(a)	113634(c)	04.01.2023	Place Information Signage on the Old Fire Station	06.05.2026 – Wood is seasoned. Cllr Kennard to provide an update. 29.05.2026 - size of sign has been agreed and Cllr Kennard to give update.	D

241(b)	114456	<b>13.04.2026</b>	Proposal from a resident to use the Fire Engine House as a coffee shop	<b>06.05.2026</b> – Key to the Fire Engine House has been located, and a meeting with Ellen Cocking arranged for 1600 on 07/05/2026 to inspect the interior. <b>29.05.2026</b> - It had been agreed to provide power to the Fire Engine House using a prepayment meter operated by a key. The Street Market Committee to cover the cost of the installation. Investigations as to the supplier of the electricity to be undertaken. Ellen Cocking wishes to proceed with full authorisation to take on lease and start work.	<b>D</b>
242	114242(a)	<b>03.03.2025</b>	Investigate purchasing phone box for £1	<b>28.01.2026</b> - the sale contract has been completed and the kiosk is now owned by the Parish Council. Planning permission required <b>09.04.2026, 06.05.2026, 29.05.2026</b> – no update	<b>D</b>
244	11434(b)(ix)	<b>01.10.2025</b>	Possible troughs/hanging baskets in the Square	<b>28.02.2026</b> – Clerk and Chair met with Christine Pryke and Miles Snowden <b>09.04.2026</b> – Designs re troughs received from Miles Snowden – circulated to Cllrs <b>06.05.2026</b> – ongoing <b>29.05.2026</b> – see item 238 above. Closed this item down and progress there.	<b>X</b>

### **300 – ADMIN, FINANCES AND MISCELLANEOUS (Simon Hedges & Ruth Harrison)**

307	113924	<b>30.08.2024</b>	Agreed to circulate current Emergency Plan to Cllrs	<b>28.01.2026</b> - Draft Emergency Plan circulated to Cllrs prior to meeting. <b>09.04.2026</b> – Clerk is currently working on the Plan. <b>06.05.2026</b> – Clerk has contacted various Organisations to confirm if their buildings could be used as a temporary shelter in an emergency. Only 2 responses received. <b>29.05.2026</b> – the Clerk to contact neighbouring Councils to ask if they would be willing to agree that in an emergency, which affected Silverton only, they would agree to the Parish Council utilising its facilities if needed. Emails sent and replies awaited.	<b>D</b>
312	114290(a)	<b>12.05.2025</b>	Clerk to investigate obtaining Parish Council Debit Card	<b>26.10.2025</b> – Council approved Cllr Harrison as Secondary Programme. <b>06.05.2026</b> – application has been successful and awaiting receipt of the Credit Card <b>26.09.2026</b> - Card received – remove from Action Plan?	<b>X</b>
320	114363	<b>06.10.2025</b>	Transfers of land to from MDDC to PC	<b>29.05.2026</b> – formal applications have been submitted to MDDC requesting the transfer of the Car Park (not to include the public footpath from the car park to Fore Street nor the street lighting) and the area of land to the North of the Recreation Field to the Parish Council.	<b>D</b>

321	114426	02.02.2026	Possible provision of Audio Visual for the Dorothy Granger Room	<b>02.02.2026</b> – District Cllr Wright to obtain prices for the system to be installed. The Chair to approach the Community Hall Committee with a view to providing this facility. <b>29.05.2026</b> – Clerk has spoken with Society of Local Council Clerks who advised the idea proposed is very good. Anyone can ask to join the meeting virtually ( <b>Chair: do we have to agree?</b> ). Only pitfall she could think of was the PC would need to manage who joins the meeting virtually. Councillors can join the meeting virtually but are not advised to do so as they <b>MUST BE PRESENT</b> in the room to be able to vote. Also would need to create a “Meetings” policy to cover the provision of virtual access.	<b>D</b>
322	114479(b)(i)	11.05.2026	Provision of new website	<b>29.05.2026</b> – the Internal Auditor has provided a couple of suggestions for providers of a new website.	
323	114479(b)(vi)	11.05.2026	Review of Accountant provider	<b>29.05.2026</b> – quotations being obtained	

**Key:0**

<b>Purple – On Hold (OH)</b>	<b>Grey – Final Appearance (X)</b>	<b>D – Definitely Discuss at meeting</b>	<b>A – Agenda Item for this meeting</b>
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**Mini Market Reps**

<b>6 Jun</b>	<b>4 Jul</b>	<b>2 Aug</b>	<b>5 Sep</b>	<b>3 Oct</b>	<b>7 Nov</b>	<b>Dec</b>
Josh Wright	Chris Eveleigh	n/a	Peter Kidds	Ruth Harrison	Simon Hedges	

**Responsibilities:**

Note: All councillors except Cllr Wright are on the Planning Sub-Committee

Councillor	Responsibility	
Simon Hedges	Chair, Rep on Community Hall Committee, Street Market Committee, Admin	
Ruth Harrison	Deputy Chair, Big Rec Lead, Emergency Plan, A396 Bus Shelter Admin	
Olivia Kennard	Rep on Richards Educational Trust Little Rec, Berry, Church and Environs Footpath Officer	
Emily Chanter	Rep on Richards Educational Trust Little Rec, Berry, Church and Environs	
Lewis Ward	Square, Fore St and High St Traffic Working Group	
Chris Eveleigh	Square, Fore St and High St	
Allen McManus	Traffic Working Group	
Peter Kidds	-	
Josh Wright	-	
Gavin Donovan	-	

Fire Engine House Sub-Committee to be proposed. Reps on the Parochial Trust are Vicki Maylan and James Blackburn