

# Colaton Raleigh Parish Council

---

**To Members of Colaton Raleigh Parish Council 7<sup>TH</sup> May 2025** You are duly summoned/required to attend the **Annual Parish Council Meeting** of Colaton Raleigh Parish Council to be held on **Monday 12<sup>th</sup> May 2025** in the **Village Hall, Colaton Raleigh at 7.30pm**

## Agenda

1. Election of Chair
2. Chair to sign Declaration of Acceptance of Office
3. Election of Vice Chair
4. Vice Chair to sign Declaration of Acceptance of Office
5. **Apologies:** To receive apologies and approve reasons for absence.
6. **Declarations of Interest**
7. **To consider Co-option of members to the Council to fill the Casual Vacancies currently outstanding**  
(Representation of the Peoples Act 1985, s.21)
8. **Minutes of previous meeting:** To consider the approval of the minutes of the previous meeting of the Council held on Monday 10<sup>th</sup> March 2025 (previously circulated)
9. **Election of Representing Officers**
  - a. Village Hall
  - b. Highways
  - c. Playpark
  - d. Emergency Planning inc. brooks/ditches/gulleys
  - e. Defibrillator
  - f. Asset Register
  - g. Website/Transparency/GDPR
  - h. Colaton Raleigh Charities
  - i. Police Liaison
  - j. Section 106/CIL working group
10. **Nominations for Voluntary Footpath (P3) Warden/s**
11. **Review of following policies, procedures, and regulations:**
  - a. Standing Orders
12. **Progress Reports**
  - a. To receive any available updates regarding the proposal to install a new bus shelter on Exmouth Road
13. **Planning Matters.**
  - a. **To consider applications/appeals received:**

**Appeal against the decision made by East Devon District Council to refuse planning permission:**  
**APP/U1105/W/25/3364822 – Roseleigh, Church Road, Colaton Raleigh, EX10 0LH**  
Proposed dwelling with associated driveway and private garden

- b. To consider applications received after agenda publication (subject to circulation prior to meeting)**
- c. To note applications/appeals/comments since the last meeting (considered under delegated authority)**  
**25/0406/FUL – Orchard Barn, Sanctuary Lane, Woodbury Salterton, EX5 1ET**  
Siting of three ancillary containers for use in conjunction with existing holiday accommodation business to provide site manager accommodation, an office and laundry  
**Submission:** Colaton Raleigh Parish Council have no objection to the proposal but, should the application be approved, would like a condition imposed that if the site ceases to be used as holiday accommodation then these containers should be removed forthwith (28.4.25)

**25/0756/FUL – Higher Barn, Sidmouth Road, Aylesbeare, EX5 2JJ**

Demolition of existing chalet dwelling and erection of the replacement dwelling. Change of use of land to residential garden.

**Submission:** No objections to proposal (28.4.25)

**d. To note approvals/refusals by EDDC since last meeting**

25/0016/FUL Robot Hayes, Sidmouth Road, Aylesbeare – approved with conditions 17.4.25

25/0028/FUL The Firs, Woodbury Salterton – approved with conditions 4.3.25

24/1749/FUL Grindlebrook Farm, Sidmouth Road, Aylesbeare – Retrospective approval with conditions 24.2.25

**14. Matters Requiring Discussion**

- a. To discuss any necessary actions arising from the 2025 RoSPA report**
- b. Village tidy up prior to Open Gardens event on Saturday 14<sup>th</sup> June (RC)**
- c. Parish Magazine (following retirement of editor at the end of the year) (CP)**
- d. Condition of Village Pound (CP)**
- e. To report on meeting with David Reed MP (SM)**

**15. Correspondence and any response/s required**

**16. Clerk's Report**

**17. Reports (for information)**

- a. County Councillor**
- b. District Councillor/s**
- c. Police**
- d. Village Hall**
- e. Footpaths**
  - i. Definitive Map Review**
- f. Playing Field**
- g. Highways**
- h. Landscape Recovery Project**
- i. Speedwatch**

**18. Financial Matters**

- a. Review of Financial Regulations and Risk Assessment**
- b. Review of Asset Register**
- c. Confirmation of Parish Council insurance 2025/26**
  - i. Approval of annual renewal premium and/or reduction for long term agreement**

**d. Annual Audit and End of Year Accounts** (previously circulated)

- i. Approve Certificate of Exemption** from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. Authority's gross income for the year or gross annual expenditure for the year did not exceed £25,000
- ii. Acceptance of Internal Auditors Report for the End of Financial Year Accounts 2024-25**
- iii. Approve Annual Governance Statement 2024-25**
- iv. Review and approve Accounting Statement 2024-25**

**e. To approve payments out**

Halycon Landscaping	£263.01
NDC – payroll	£526.68
S. Tyrrell – Clerks expenses	£167.91
NSG Financials (Audit)	£189.00
RoSPA Play Safety	£139.20
Zurich Insurance	£652.87 or £705.02
Colaton Raleigh Village Hall	£30.00
Devon Assoc. of Local Councils	£303.60

*To note the following payment made under delegated authority*

Mrs. Pidgeon (Bus shelter cleaning) £165.00

**f. Payments In**

**g. Bank balance**

**h. Reserve Balances**

**i. To appoint new bank signatory**

**19. Public Questions.**

**20. Councillors reports and items for future agenda**

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**21. Date of Next Meeting.**

*Susan Tyrrell* Clerk to Colaton Raleigh Parish Council, 7<sup>th</sup> May 2025

Susan Tyrrell, Parish Clerk, can be contacted by telephone on 01395 568166

or by email at: [clerk@colatonraleigh-pc.gov.uk](mailto:clerk@colatonraleigh-pc.gov.uk)

Website: [www.colatonraleigh-pc.gov.uk](http://www.colatonraleigh-pc.gov.uk)