

Colaton Raleigh Parish Council

Minutes of the Parish Council Meeting held at Colaton Raleigh Village Hall on Monday 8th January 2023 at 7.30pm

(Draft Minutes – the minutes will be signed as an accurate record at the next Parish Council Meeting)

Present: Cllr. Kevin Donnelly (KD) - Chair
Cllr. Christopher Pound (CP)
Cllr. Stephen Manley (SM)
Cllr. Janice Papworth (JP)

In attendance: Clerk – Susan Tyrrell
Cllr. J. Bailey (DCC)
Cllr. M. Martin (EDDC)
Cllr. H. Riddell (EDDC)
Ed Suttie (Footpath Officer)
Danuta Joyce (Footpaths Officer)
Members of public – 1

24.i.1 Apologies

Noted and accepted: Cllr. J. Woods, Cllr. R. Clay
Noted: Cllr. C. Fitzgerald (EDDC)

24.i.2 Declaration of Interest

None

24.i.3 Minutes of previous meeting

The minutes of the meeting held on the 30th October 2023 were approved by Council, and signed by the Chair subject to amendment at 23.x.5 – the July meeting date should read Monday 8th July 2024

24.i.4 PROGRESS REPORTS

a. Rill Clearance and repairs (Church Road)

Grant funding from Devon Communities has been received in the sum of £815. Arrangements for the work to proceed were confirmed.

Action: KD to liaise with Clerk.

b. The Village Pound

Jess Baker (CDE Estate Surveyor) has confirmed that the building will remain in use and that work to prevent further damage will be undertaken, including careful removal of the vegetation growing on the wall, replacement of the corrugated roof sheeting such as to overhang the walls, and rehangings of the doors. The condition of the building will be monitored going forward.

c. To receive update on meeting (20.12.23) between JW and James Clack (CDE Rural Surveyor) concerning the Colaton Raleigh Brook

As Cllr. Woods was not in attendance, this matter will be taken forward to the next meeting

d. To receive a report from Cllr. Pound on attendance at EDDC workshop (20.11.23) relating to updating of the EDDC Local Plan

Cllr. Pound gave a brief resume of the workshop's purpose and confirmed that further workshops were planned.

e. Section 106 and CIL payments

A payment has been received from EDDC for CIL in the sum of £3,558 making a total held of £5,307.

Action – KD and JP to be part of a Steering Group for further discussion of ideas and community engagement.

24.i.5 MATTERS REQUIRING DISCUSSION

a. To consider and agree quotation/s for repairs to playpark fencing

Councillors were informed that five posts between the bridge and gates of the playpark have rotted and need Replacement and considered a quotation for replacement.

RESOLUTION: Councillors voted unanimously to accept a quotation (Option B) from Halcyon in the sum of £338 plus VAT.

Action: Clerk to instruct contractor accordingly.

b. Repairs to broken glass in bus shelter

Three panes of glass have been broken. JW has suggested that these be replaced with Perspex.

RESOLUTION: Councillors agreed that repairs should be organised, utilising Perspex, subject to a maximum cost of £150.

Action: Clerk to progress.

c. Procurement of an updated tree survey

RESOLUTION: Councillors agreed that the Clerk should obtain quotations for a survey of the condition of the trees in the playpark

Action: Clerk to report at next meeting.

d. To consider a speaker for the APM on 25th April 2024

RESOLUTION: Councillors agreed that the meeting would include a presentation of Section 106 and CIL monies available to the community, with an Open Forum section for engagement with residents and invitation to join the steering group.

Action: Clerk to see whether assistance can be given by EDDC Community Engagement Officer.

24.i.6 PLANNING MATTERS

a. Applications to be considered

None

b. To consider applications received after agenda publication (subject to circulation prior to meeting)

None

c. To note applications/appeals/comments since last meeting (considered under delegated authority)

23/2470/COU – Unit 12, The Old Sawmills, Hawkerland Road, Colaton Raleigh – Demolition of existing dilapidated timber structure and replacement with 7 no. timber clad shipping containers for storage purposes only with associated works

Submission: It is not stated whether these units are intended to be used by existing businesses on the site or leased to new tenants. Councillors are concerned that these units will generate additional traffic to The Sawmills when it is already known that the volume and type of vehicles currently accessing The Sawmills is a major problem along Hawkerland Road. The Parish Council, therefore OBJECTS to this proposal. If the LPA is mindful to approve the application, Councillors would like to see a restriction to the hours that the units can be accessed (Monday-Friday 9am-6pm) and a Condition preventing their future conversion to residential use. (20.12.23)

23/2244/FUL The Firs, Woodbury Salterton, EX5 1ER – Demolition of existing garage, construction of two storey extension and associated works.

Submission: No objection (22.12.23)

23/2601/PDQ Dunsmore, Sanctuary Lane, Woodbury – Prior approval (Class 2) for a change of use of agricultural building to 1 no. dwelling house (use Class C3)

Submission: No objection (22.12.23)

d. To note Approvals/Refusals by EDDC since last meeting

23/1762/FUL 4 Pike Cottages, Church Road, Colaton Raleigh – approved 3.11.23

23/0566/FUL Land north of Martin Gate, Sidmouth Road, Aylesbeare – refused 4.10.23

23/1687/FUL Oakfield, Sanctuary Lane, Woodbury Salterton – approved 5.1.24

23/2162/FUL Hayes Drift, Sidmouth Road, Aylesbeare – approved with conditions 6.12.24

24.i.7 CORRESPONDENCE FOR INFORMATION (not already circulated)

- Letter from Dr. Sam Bridgewater confirming CDE's application to DEFRA for funding of a 2 year pilot plan in connection with the Landscape Recovery Plan had been successful. Further information should be forthcoming in February,
- Consultation by EDDC into Neighbourhood Plans (completed by Clerk)
- Email received by SM from resident concerning accumulation of rubbish at a neighbouring property – advised to contact Environmental Health at EDDC.

24.i.8 CLERK'S REPORT

- New Councillor training at Otterton on the 1.2.24
- Next Otter to Exe Group meeting will take place on the 23rd of February at Exmouth
- Resurfacing work is due to be carried out on part of Exmouth Road (Drupe Hill) between the 15th and 16th January, necessitating road closure and diversion
- Clerk requested approval to purchase a spare set of notice board keys – **Agreed**
- Prior approval has been given to purchase a new Laptop, this has now been sourced and will be ordered within the next few days
- Councillors noted that the NALC has now agreed the 2023/24 Annual National Pay Award for Clerks, backdated to the 1.4.23.

24.i.9 REPORTS

a. County Councillor - Cllr.Jess Bailey

- At DCC's cabinet meeting on 13th December there was an agenda item of the self-delivery of highway improvements. [Agenda for Cabinet on Wednesday, 13th December, 2023, 10.30 am - Democracy in Devon](#). I followed this up with a senior highway officer Robert Richards who advised me "The self-delivery initiative that was approved by Cabinet in December was based on taking forward a trial of different types and scales of improvements across different geographies, as such can I suggest any proposals are sent to myself and Tom Vaughan in the first instance. We will then look at the schemes on their merits and decide which ones will fall into the trial". Myself and Tom Vaughan are available on Friday 12th (am) and Thursday 18th (pm) to come to Colaton Raleigh if that would be helpful to meet Stephen and other interested councillors.
- I am concerned about the closure of the footbridge between Ashtree Farm and Dotton and am organising an urgent meeting with the chief engineer hopefully for this week.
- Before Christmas I submitted a letter of support for an expression of interest by the EA and partners for funding for natural flood management in the Otter Valley (e.g. changes to land management, tree planting, creation of ponds, renaturalisation of rivers etc). There is national programme of £25 million specifically for Natural Flood Management and the grant application submitted by the EA locally is targeting those areas that were flooded in the Otter Valley on 9th May 2023, including Colaton Raleigh. I am expecting to find out early this year whether the Expression of Interest has been successful.
- I was advised on Friday that resurfacing and associated works on B3178 Exmouth Road, Colaton Raleigh, will take place on Monday 15th and Tuesday 16th January 2024 between the hours of 09.00 – 15.30. Please see the one.network: <https://one.network/?GB135782415>. DCC's contractor will be doing a letter drop to residents within the road closure.
- JB informed Councillors that consideration would still be given to grants from her Locality Budget for 2023/24 and it was suggested that funding could be made available for 'Speed Watch' signs in the village.
RESOLUTION: SM to obtain quotation and liaise with Clerk.
Action: Clerk to submit application for a grant.

b. District Councillors

Reports from Cllr. Martin and Cllr. Riddell attached.

Cllr. J. Bailey left the meeting at 8.20pm

c. Police Report – JP

Nothing to report.

d. Village Hall – MS

Report not available.

e. Footpaths – DJ/ES

- The condition of Footpath 28 has been raised with Sam Briant Eaves, CDE Farms Manager who has walked the path and responded that when ground conditions allow, steps will be taken to reinstate the churned up path by the field crossing and that as a short term measure the electric fence has been moved slightly to expose a less muddy route to the concrete road. He considered the remaining path to be usable provided appropriate footwear was worn.

Action: DJ to liaise with Clerk and draft a further letter to CDE noting the Council's concerns that the promised work is carried out as soon as possible, and disappointment that work carried out in Wrinkly Lane to prevent 'puddling' has now been negated by their tractors.

- Tree down on the permissive path – arrangements being made for it to be removed
- Condition of Ash tree on F11 needs to be monitored (**CP to check** and report to Clerk)

f. Playing Field - CPP

Clerk advised that the annual RoSPA survey will take place in March.

g. Highways - SM

- Concern that there is no advanced warning signage in place with notification of the road closure at Exmouth Road/Drupe Farm
- Village sign – awaiting quotation from DCC
- Mirrors at Hawkerland Road have mainly received a positive reaction. A slight adjustment is required to the larger mirror and some further trimming of an overhanging tree, which should improve the extent of visibility.
- Still no feedback from Tom Vaughan at DCC Highways (refer to JB's report)
- Hawkerland Road/Exmouth Road junction – suggestion of a collapsible bollard to ensure that cars give enough clearance to pedestrians turning the corner, or repainting of chevrons
- Displaced drain cover at Exmouth Road/Church Road has been reported to DCC
- Potholes – elongated damage at Naps Lane and Dotton Warren continues to be reported to DCC, response given they do not meet repair criteria requiring holes to be 10cm deep with a straight edge.

h. Emergency Plan – JW

KD has resigned as Co-ordinator of the Emergency Plan and Cllr. Woods has taken over the role, all matters should now be referred to JW.

- A meeting of the Working Group is due to take place next week.
- Full updated list of volunteers to be undertaken
- Emergency Plan to be reviewed and updated
- In the event of an emergency, JW will activate the 'WhatsApp' group
- Permission has been given by the Village Hall Committee for the storage of sand behind the hall

Action; Clerk will order a further supply of sandbags and sand.

24.i.10 FINANCIAL MATTERS

a. Payments Out – the following payments were approved:

North Devon Council – payroll	£718.20
S. Tyrrell – Clerk's expenses	£56.00
Halcyon Landscapes – playpark	£245.18
CR Village Hall (hire)	£30.00
CRPCC – parish magazine	£30.00
VisionICT – website and email hosting 24/25	£464.00
VisionICT – gov.uk domain renewal (2 yrs)	£78.00

b. Payments in accepted:	EDDC (CIL)	£3558.17
	Devon Communities Together	£815.00

c. Bank Balance: £24,740.10

d. Reserve Balances:

P3	£3,024.25
Emergency Plan	£668.27
VAS (maintenance)	£200.00
Defibrillator	£100.00
Playpark equipment	£250.00
Community Infrastructure Levy	£5,307.15

e. To consider draft budget for 2024/25

Councillors considered budget proposals for 2024/25.

RESOLUTION: Councillors set a budget of £11,272 and agreed to request a precept for 2024/25 of £11,272.

The effect of the precept on a Band D property is an annual cost of £36.24 (23/24 - £34.22) an increase of 4p per week.

Action; Clerk will submit precept request to EDDC.

24.i.11 PUBLIC QUESTIONS - None

24.i.12 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA

- CP will undertake an investigation of the drains around the Jubilee tap at the top of Church Road and report at the next meeting

24.i.13 DATE OF NEXT MEETING

Monday 11th March 2024 in the Village Hall, 7.30pm.

Meeting closed at 8.50 pm

Susan Tyrrell, Parish Clerk, can be contacted by telephone on 01395 568166 or by email at: clerk@colatonraleigh-pc.gov.uk

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