

# Colaton Raleigh Parish Council

## Minutes of the Parish Council Meeting held at Colaton Raleigh Village Hall on Monday 11th March 2024 at 7.30pm

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

**Present:** Cllr. R. Clay (RC)  
Cllr. Christopher Pound (CP) – Vice Chair  
Cllr. Chloe Pawson-Pounds (CPP)  
Cllr. Janice Papworth (JP)  
Cllr. M. Stoyle (MS)

**In attendance:** Clerk – Susan Tyrrell  
Cllr. J. Bailey (DCC)  
Cllr. M. Martin (EDDC)  
Cllr. H. Riddell (EDDC)  
Danuta Joyce (Footpaths Officer)  
Members of public – 0

### 24.iii.1 Election of Chairman

Following the resignation of Kevin Donnelly, the Vice Chair (CP) called for nominations.

Cllr. Robert Clay was proposed by CP and seconded by CPP. Cllr. Clay signed the Acceptance of Office, and took the Chair.

### 24.iii.2 Apologies

**Noted and accepted:** Cllr. S. Manley

Noted: Cllr. C. Fitzgerald (EDDC)

Ed Suttie (Footpaths)

### 24.iii.3 Declaration of Interest

None

### 24.iii.4 Minutes of previous meeting

The minutes of the meeting held on the 8<sup>th</sup> January were approved by Council, and signed by the Chair subject to amendment at 24.i.10d – Emergency Plan Reserve £718.80

### 24.iii.5 PROGRESS REPORTS

#### a. Rill Clearance and repairs (Church Road)

As the 'lead' for this project is no longer available, arrangements will be made for Alan Pring to dig out the rill and Toby Taylor to replace the edging stones (as previously agreed) – date to be confirmed in due course. CP advised that he had cleared the egress of the drain from behind the memorial tap. He stated, however, that the entire length of the ditch within the garden of 'Little Mead', between the above point and where it exits through the hedge into the rill, requires digging out as it is currently silted up to a depth several inches above the invert of the memorial tap pipe.

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

James Clack has confirmed that the upstream water structures are likely to be considered across the estate under the heading of 'Landscape Recovery', the project being led by Dr. Sam Bridgewater. JP and DJ are representing the Parish at the stakeholder group meetings.

#### c. Repairs to fencing at playpark

Work has now been completed.

**d. Section 106 and CIL payments**

Volunteers to join a working group are required. Appeal to be made at the APM.

**Action – Clerk to draft article for the village magazine.**

**e. Bus Shelter glass replacement**

Currently outstanding.

**Action – Clerk to liaise with JW.**

**24.iii.5 MATTERS REQUIRING DISCUSSION**

**a. Co-option (one vacancy)**

EDDC have confirmed that the Parish Council may now co-opt.

**Action – Clerk to advertise vacancy on notice boards, parish magazine and village Facebook.**

**b. To consider and approve quotation/s received for works to trees in the playpark**

CP noted some additional works not included in the quotation received from Andy Rowse.

**RESOLUTION: Councillors approved the works outlined in the quotation at a cost of £400.**

**ACTION: Clerk to liaise with contractor regarding any extra work to be undertaken, and to ensure it is within budget approved.**

**c. To confirm arrangements for APM – Thursday 25<sup>th</sup> April 2024, 7.30pm**

Councillors were informed that it had been necessary to make a change to the presentation, and that this would now be given by Haylor Lass and Geoff Porter of the Otter Valley Association who will give a brief introduction to the OVA and what it is doing particularly in relation to the quality of the water in the River Otter.

**d. Otter to Exe Group – approval of letter to be sent to SW Water**

At a meeting of the group on the 23<sup>rd</sup> February, attended by the Clerk, it was agreed that a letter be sent to SW Water on behalf of the Parishes to express concern regarding issues being experienced in Exmouth and Budleigh Salterton regarding overflow discharges and the transportation of waste in the area. This letter is being drafted by the Clerk to Budleigh Salterton and is not yet available.

**RESOLUTION – Clerk to forward by email for approval.**

**e. Dog Bins – to review frequency of emptying**

Further information regarding increased costs is awaited from EDDC.

**RESOLUTION – Councillors agreed that a decision could not be made until this information was received. The matter will be taken forward to the next meeting.**

**ACTION: Clerk to enquire about cost of litter bins.**

**f. Village Ladder – to appoint key holders**

Currently keys are held by the Clerk, Cllr. Papworth, Cllr. Pound and Woods Village Shop.

**RESOLUTION: Councillors approved the request by CP to add Margaret Wheaton to the list of key holders.**

**ACTION: CP to arrange for key to be given to Ms. Wheaton.**

**Clerk to check extent of insurance cover.**

**g. Insurance – To review and approve annual policy and renewal premium**

**RESOLUTION; Councillors agreed to accept the renewal terms offered by Zurich Insurance.**

**h. To consider and approve grant request from Exmouth & District Community Transport**

**RESOLUTION: Councillors approved a grant in the sum of £111.68**

**24.iii.6 PLANNING MATTERS**

**a. Applications to be considered**

**23/0556/FUL – Appeal: Land north of Martin Gate, Sidmouth Road, Aylesbeare**

Change of use of land from agricultural use to storage (within Use Class B8) for siting of up to 40 storage containers. Councillors noted the submission made to the original application and had no further comments.

**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)**

**23/2730/FUL Barnfield, Shepherds Lane, Colaton Raleigh** – Demolition of existing garage and construction of new double garage. Submission – no objections.

**24/0180/TRE Hawkerland Wood, Exmouth Road, Aylesbeare** – Various tree works. Submission – no objections

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

**23/1599/FUL** The Meade, Sanctuary Lane, Woodbury – approved with conditions 5.2.24

**23/1678/FUL** Paradise Barn site, Church Road, Colaton Raleigh – refused 22.1.24

**23/2244/FUL** The Firs, Woodbury Salterton – refused 15.2.24

**23/2601/PDQ** Dunsmore, Sanctuary Lane, Woodbury – refused 19.1.24

**24.iii.7 CORRESPONDENCE FOR INFORMATION (not already circulated)**

None

**24.iii.8 CLERK'S REPORT**

- The bench at Hawkerland has been damaged by a coach driver from Lymptone Barracks. The Commandant has already provided a replacement of the same type and will cover the cost of installation.
- Revarnishing of the village benches – Suggest that this be re-tendered if approved contractor does not make contact by the end of March.
- Fallen wall at Pound Lane – this has been notified to Clinton Devon Estates, who have confirmed their contractors will clear the debris.

**24.iii.9 REPORTS**

**a. County Councillor - Cllr.Jess Bailey**

- Cllr. Bailey reported her concern that EDDC had ignored her comments regarding flood risk when considering the planning application for the Paradise Barn site (subsequently refused), and that she would be writing to them accordingly. She is also concerned about EDDC's general approach to flood risk and would be raising the issue with the Strategic Planning Committee at a meeting the following day.
- There has been no progress on the installation of a temporary bridge over the River Otter at Dotton, and she noted that the river bank has eroded at least 3 metres this year.
- The Environment Agency's funding bid to support Natural Flood Management in the Otter catchment has been approved. Cllr. Bailey will be a member of the Steering Group for this project.

**b. District Councillors**

Reports from Cllr. Martin and Cllr. Riddell attached.

**c. Police Report – JP**

Inspector Antonia Weeks has retired. Councillor Advocate Forums have been suspended until a replacement has been appointed.

**d. Village Hall – Nothing to report.**

**e. Footpaths – DJ**

- There has been considerable erosion on the river footpath.
- Wrinkley Lane – nothing has been done by Clinton Devon Estates to improve the footpath that their vehicles have churned up.
- P3 Annual Survey forms – all information to complete the forms has now been made available. No major projects are envisaged.
- Permissive footpath sign has rotted at the base (ES dealing).
- Confirmation received from CDE (John Wilding) that they are monitoring the condition of the ash trees on the estate, including those along F11.

**f. Playing Field - CPP**

CPP gave a report on the visual condition of various items of equipment, a full assessment and report will be provided by the RoSPA Inspector following his inspection later this month.

It was noted that the Parish Council has not given permission to any occupiers in Meadow Way regarding the man-made bridge structures that have been placed over the brook by some of the residents. The Parish Council does not own these structures and any Liability rests entirely with the home owner.

The litter bin is being filled with dog poo bags, and poses an extremely unpleasant health hazard to the person tasked with emptying it.

**RESOLUTION: In the interests of health and safety, Councillors approved the removal of the bin as soon as possible.**

**g. Highways**

Councillor Manley had submitted a report which was read by the Chair.

- Exmouth Road (Drupe Hill) – now resurfaced, and is significantly better and safer for road users.
- Safety mirrors at Exmouth Road/Hawkerland Road have been realigned following comments from residents.
- SpeedWatch signage – many thanks to Cllr. Bailey for agreeing to fund the signage from her Locality Budget. As a result £294 has now been received and an order placed with the supplier. Arrangements will need to be made for the installation. **Action: Quote to be requested.**
- Replacement village sign – may not be possible to include the portrait of Sir Walter Raleigh. Awaiting costings from DCC.
- Hawkerland Road – the road surface is being badly damaged by constant heavy farm machinery and large articulated lorries. Issues have been reported to DCC Highways and to BT (manhole cover).
- VAS – request for additional volunteers to assist with moving the VAS every 3/4 weeks between Drupe Farm and Hawkerland Road sites.
- Request for more SpeedWatch volunteers.

**h. Emergency Plan – JW**

The Working Group met in January, and are progressing with the review and update of the Emergency Plan. The sand and sandbags have been replenished and are currently being stored at Woods Village Stores. These will shortly be transported to the storage points previously identified in the village.

**i. Landscape Recovery Project – DJ/JP**

The ‘Heaths to Sea – Landscape Recovery of the lower Otter valley’ has been successfully selected as one of Defra’s round two Landscape Recovery projects.

Terms of Reference for the Steering Group have now been agreed.

The first meeting of the Steering Group will take place on the 22<sup>nd</sup> April – JP and DJ will attend.

**24.iii.10 FINANCIAL MATTERS**

**a. Payments Out – the following payments were approved:**

North Devon Council – payroll	£504.30
S. Tyrrell – Clerk’s expenses	£120.18
Halcyon Landscapes – playpark	£245.18
Exmouth and District Community Transport	£111.68
Zurich Insurance	£638.75
Bus shelter Honorarium	£165.00
Sign Vision	£352.80

**The following payments were ratified under delegated authority:**

Halcyon Landscapes	£405.60 (ref. 24.i.5a)
Reimbursement to Clerk:	
a. Bradfords – sand for emergency plan	£227.84 (ref. 24.i.9h)
b. Dell Computers	£731.41 (ref. 23.i.10g)
c. Microsoft 365 – annual subscription	£59.99

**b. Payments in accepted:** DCC (JB Locality Budget) £294.00

**c. Bank Balance:** £21,997.96

**d. Reserve Balances:**

P3	£3,024.25
Emergency Plan	£469.27
VAS (maintenance)	£200.00
Defibrillator	£100.00
Playpark equipment	£250.00
Community Infrastructure Levy	£5,307.15

**e. To appoint a new signatory to the bank account**

**RESOLUTION:** Cllr.Mark Stoyle was unanimously appointed an additional signatory.

**Action:** Clerk to submit Mandate to Barclays Bank.

**f. To appoint Internal Auditor for 2024/25**

**RESOLUTION:** Councillors unanimously agreed to re-appoint NSG Financials as Internal Auditor for 2024/25, proposed by CP, seconded by CPP.

**g. To consider whether Council should place any funds on deposit in an interest bearing account**

**RESOLUTION:** Councillors resolved that the Parish Council should open an Instant Access Savings Account with Barclays Bank, and transfer the sum of £10,000 from the current account into the new account.

**Action:** Clerk to make necessary arrangements.

24.iii.11 PUBLIC QUESTIONS - None

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

Investigation into availability of funding for new playpark equipment.

24.iii.13 DATE OF NEXT MEETING

**Annual Parish Meeting – Thursday 25<sup>th</sup> April 2024 in the Village Hall, 7.30pm**

**Annual Meeting of the Parish Council - Monday 13<sup>th</sup> May 2024 in the Village Hall, 7.30pm.**

**Meeting closed at 8.55 pm**

Susan Tyrrell, Parish Clerk, can be contacted by telephone on 01395 568166 or by email at:

clerk@colatonraleigh-pc.gov.uk

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