

Colaton Raleigh Parish Council

Minutes of the Parish Council Meeting held at Colaton Raleigh Village Hall on Monday 14th July 2025 at 7.35pm

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

Present: Cllr. R. Clay (RC) - Chair
Cllr. Christopher Pound (CP) – Vice Chair
Cllr. Stephen Manley (SM)
Cllr. Janice Papworth (JP)
Cllr. John Hart (JH)

In attendance: Clerk – Susan Tyrrell
Cllr. Melanie Martin (MM) -East Devon District Councillor
Cllr. Henry Riddell (HR) – East Devon District Councillor
Danuta Joyce (DJ) -Footpaths Officer
Members of public – 1

25.vii.1 Apologies

Apologies noted: Cllr. Jess Bailey (DCC), Cllr. Charlotte Fitzgerald (EDDC)

25.vii.2 Declarations of Interest

None.

25.vii.3 To consider co-option of member/s to the Council to fill Casual Vacancies currently outstanding

No applications received.

25.vii.4 Minutes of previous meeting

The minutes of the meeting held on the 12th May 2025 were approved by Council, and signed by the Chair.

25.vii.5 PROGRESS REPORTS

a. Refurbishment of MUGA

The first brush has been completed, the second brush and application of sport sand is scheduled within the next month. The Clerk has received confirmation from EDDC that this work is suitable for CIL funding.

25.vii.6 MATTERS REQUIRING DISCUSSION

a. To discuss quotation received for installation of goal frames and nets in playing field

Quotations were circulated and discussed.

RESOLUTION: Councillors approved the quotation from Outdoor Carpets in the sum of £2,700 plus VAT for the installation of two bespoke galvanized steel box frame goals with 3mm Wembley nets.

ACTION: Clerk to progress application for S106 funding approval and place order with supplier once agreed with EDDC.

b. To receive any available updates regarding the proposal to install a new bus shelter on Exmouth Road

Cllr. Bailey has contacted the CEO of Openreach and is awaiting a response.

c. To receive any available update from RC regarding replacement of the A-frame for toddler swing

Update not available.

ACTION: take forward to next meeting.

d. Village Pound signage – to receive an update from CP on wording and costs

A draft of the wording for a sign was approved by Councillors. There has been no response from Clinton Devon regarding the requested repairs to the building.

ACTION: CP to obtain a quotation for a suitable sign for discussion at the next meeting. CP to discuss the eligibility of the building for repair grants with National Landscapes and report at next meeting. Clerk to continue to chase CDE regarding repairs.

e. To receive an update on the condition of the ash trees on footpath 11 and agree any action.

Quotation for works circulated. No significant changes to the condition of the trees since last inspection in May. CP reported that the ash tree closest to the field gate was leaning at a 45° angle.

RESOLUTION: Councillors would like CP to clarify the details of the quotation with Rowse Tree Services and report at the next meeting.

ACTION: CP to arrange a site meeting with contractor.

f. To discuss possible review of the Parish's valued trees for Tree Protection Orders

Councillors were concerned at the recent felling of the large maple tree at Eden Way and the lack of response from EDDC as to why the tree had been felled. Councillors were asked to consider whether any other trees could be at risk. Three trees in the village were immediately identified for potential TPO's.

ACTION: Clerk to look into the application process and initially apply for a TPO on the maple tree at the corner of Church Road/Brook Lane. **MM** to raise issue of non-response from EDDC Officer.

g. To agree purchase of additional equipment for emergency shed.

RC reported that following a recent inspection of the contents, additional hi-vis jackets should be ordered.

RESOLUTION: Councillors approved the purchase of 10 hi-vis jackets at a total cost of £25.48

ACTION: Clerk to place appropriate order.

h. To consider and if approved, adopt IT Policy

Draft Policy previously circulated.

RESOLUTION: Councillors unanimously approved adoption of the Policy.

i. To consider and, if approved, adopt Document Retention and Records Management Policy

Draft Policy previously circulated.

RESOLUTION: Councillors unanimously approved adoption of the Policy

25.vii.7 PLANNING MATTERS

a. To consider applications/appeals received:

25/1291/ADV Oakland Service Station, Sidmouth Road, Aylesbeare - Erection of an illuminated D6 small format advertisement display.

SUBMISSION: The application was considered by Councillors at a meeting of the Parish Council on Monday 14th July 2025. The Parish Council **OBJECTS** to the application for the following reasons:

1. Highway Safety. Neighbours and petrol station users will have reduced visibility when turning onto the main road. The proposed sign is located very close to the main road and is 2.4 metres high. Although the applicant states that there have only been three accidents, one of these was classified 'severe'. Also we know that minor accidents are not recorded. In line with Devon and Cornwall Police's Vision Zero, it is believed that reducing visibility for people turning into and out of the site, as well as for neighbours, is undesirable.
2. Light pollution. The creation of light pollution will result if the sign is on 24 hours a day. Should the LPA be mindful to approve the application, Councillors would request that a Condition is imposed stating that the sign is not to be illuminated between the hours of 11pm and 6am.

DCC/4437/2025 Mill Water School, Bicton Park, East Budleigh – new single storey building located on existing soft landscaping area to south east of main building, to provide additional teaching space, and parking amendments to existing drop off area to alleviate congestion.

SUBMISSION: Colaton Raleigh Parish Council has no objections to this application.

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

25/1094/PDQ Dunsmore, Sanctuary Lane, Woodbury – prior notification (Class Q (a) and (b) for a change of use from an agricultural building to 1 no. dwelling house (Use Class C3)

SUBMISSION: No further comments.

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

25/1096/DEM Dunsmore, Sanctuary Lane, Woodbury – Application to determine whether prior approval is required for demolition of pole barn.

SUBMISSION: No comments.

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

25/0756/FUL Higher Barn, Sidmouth Road, Aylesbeare – approved 16.6.25

25/1096/DEM Dunsmore, Sanctuary Lane, Woodbury – prior approval not required 16.6.25

Note

APP/U1105/W/25/3364822 – Roseleigh, Church Road, Colaton Raleigh - Councillors were informed that there had been no response from the Planning Inspectorate to the Parish Council's request that this appeal be changed from written representations to a Hearing. SM told Councillors that a site visit was scheduled for 9th September.

ACTION: **Clerk** to contact Robert Capon at EDDC regarding this request.

25.vii.8 CORRESPONDENCE (not already circulated) and any response/s required

None.

25.vii.9 CLERKS REPORT

- Meeting of the Otter to Exe Group took place on the 27th June. Unfortunately, RC and I were unable to attend, but Minutes of the meeting have been circulated.
- The Village Carol Service will take place on Sunday 21st December 2025 (time to be confirmed).
- Harvest Service and lunch will be on 28th September 2025.

25.vii.10 REPORTS (for information)

a. County Councillor – JB sent the following report:

I have written as requested to the CEO of Openreach to see if he can assist with the issue of the bus shelter. I will get back to you when I have a response.

I have placed road safety concerns at Colaton Raleigh on the agenda for the forthcoming East Devon Hatoc Committee for Monday 21st July. Agenda for East Devon Highways and Traffic Orders Committee on Monday, 21st July, 2025, 10.30 am - Democracy in Devon. Representatives from the Parish Council can register to speak, I think the deadline to register will be tomorrow at 10.30 tomorrow (*SM or RC will attend*). The purpose of putting it on the agenda is I want to raise the profile of what we are trying to do in Colaton Raleigh with a view to coming back with a full report from DCC highways before the next HATOC committee on 25th November. I am also requesting a meeting with Cllr Dan Thomas portfolio holder for highways. I am happy to speak to Cllr Manley and discuss everything before next week's meeting.

I was delighted to attend the brilliant Hospiscare Open Gardens event in Colaton Raleigh with Cllr Melanie Martin. I absolutely loved visiting the gardens, enjoyed the refreshments and was pleased to buy some plants. Well done to everyone who was involved.

My locality budget has re-opened and I am pleased to accept expressions of interest.

b. District Councillor/s

EDDC meeting of the Overview Committee on Thursday 17th July to discuss the toilet project. The works to the toilets on the sea front at Budleigh Salterton are now complete, works to toilets at Steamer Steps are due to take place in the winter. The toilets at Budleigh Town Hall are to remain free of charge.

MM was asked to raise the following concerns voiced by members of the public to Councillors:

- What happens in the event of a failure to the electricity supply and door opening?
- The Policy is considered to be discriminatory to both men and women
- Allocation of funds raised by charging

c. Police - JP

Meetings are no longer held on line, the next being at Lifton which JP is unable to attend.

Devon and Cornwall Police are taking part in a national ninja sword surrender and compensation scheme which is running from 1st to 31st July 2025.

d. Village Hall

There were two events held last month – Focus Club Lunch and a supper for 'Open Gardens' volunteers and garden owners.

Flower Show will take place on Saturday 19th July 2025.

e. Footpaths – DJ

- The first cut has been completed, a delay occurred due to a change of contractor.
 - Footbridge on F11 - **DJ** will request an update from Ed.
 - Permissive path – most has been cut with the exception of an area where a hornets nest was located. Resurfacing of the path – **DJ** will request an update from Ed.
- As part of the Landscape Recovery Programme the extension of this path through the pub grounds was requested and **DJ** will keep the council updated.

f. Playing Field - SM

Report from SM of inspection carried out on the 11th July was duly noted.

Report of broken glass on the MUGA – thanks extended to the resident who cleared up the glass.

The litter bin is full and needs to be emptied.

RESOLUTION: Given the Council's current limited capacity (with only 5 out of 8 Councillors) the bin will be removed, to prevent further overflow and hygiene concerns, until such time as a volunteer can be identified to take on the regular emptying of this bin.

ACTION: SM/RC to empty and remove the litter bin. **Clerk** to prepare a laminated sign stating that all litter should be taken home for recycling. **Clerk** to order a litter grabber for SM.

g. Highways – SM

Councillors received a report from SM.

- **Cllr. Riddell** is arranging an interim meeting with CDE and will contact **JB** with details.
- The wall on the corner of Hawkerland Road was damaged a week after its repair, and in the last week has been damaged three times. Incidents have been recorded on CCTV, and **SM** is keeping a log.
- It has been noted that there is a parked car on ramps at the top of Church Road, on the chevrons.
- Vegetation growing around the visibility mirror at Hawkerland Road continues to be an issue and needs to be cut back 30 or 40 ft. (**Clerk will action.**)
- Dog bin at the bottom of Pound Lane is not being emptied regularly. (**Clerk will action.**)
- Village Gateways – disappointing response from the Highways Officer (Tom Cox). (**SM to pursue matter with Tom Cox.**)

HR left the meeting at 8.50pm.

h. Heaths to Sea Landscape Recovery Project – JH/DJ

DJ provided a report following the Stakeholders meeting that took place on Tuesday 8th July. Further information can be found at: [Our Vision | Clinton Devon Estate - Heaths to Sea](#)

A public information meeting will be held on Thursday 17th July at Bickton Earth building, Home Farm, Bickton College, East Budleigh (opposite the botanical gardens) with an exhibition between 12pm and 8pm and a Talk/Q&A 1pm to 2.15pm and 6.30pm to 7.45pm.

i. Speedwatch – DJ

Three sessions have taken place since the last meeting, two of which were held between 8.30am and 9.30am.

May – 3 speeding vehicles/157 passing in one direction

June – 6 speeding vehicles/211 passing in one direction

July – 3 speeding vehicles/230 passing in one direction. Also attended by Amy Turton, Administrator for Devon and Cornwall.

MM left meeting at 9.10pm.

25.vii.10 FINANCIAL MATTERS

a. To approve payments out

Halycon Landscaping	£266.38
NDC – payroll	£846.57
S. Tyrrell – Clerks expenses	£62.03
Colaton Raleigh Village Hall	£30.00
H. Sweet (reimbursement/plants)	£24.00

b. Payments In - None

c. Bank balance **Current Account** **£7,653.91**
 Deposit Account **£20,247.28**

d. Reserve Balances	£12,858.72
P3	£2686.25
Emergency Plan	£482.24
VAS	£300.00
Defibrillator	£231.52
Playpark Equipment	£966.00
CIL	£6,627.71
Devon Communities Together	£815.00
Contested election	£750.00

25.vii.11 PUBLIC QUESTIONS

- Can the plaque on the Jubilee Memorial Tap be re-engraved or painted? (**SM** will investigate)
- Could railings be installed to protect the tap? (Further investigation required – **SM/RC**)
- Can the grille on the drain beneath the tap be replaced? (**SM** to investigate)
- Could a Village Directory be established? (GDPR restrictions)

25.vii.12 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS

SM voiced concern over the future of the Parish Council moving forward if there continues to be a lack of people to stand at Councillors.

25.vii.13 DATE OF NEXT MEETING – Thursday 4th September 2025 (note change of date**)**

Meeting closed at 9.37pm.

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

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