

Colaton Raleigh Parish Council

Minutes of the Parish Council Meeting held at Colaton Raleigh Village Hall on Thursday 4th September 2025 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) - 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. J. Bailey (JB) – Devon County Council
Members of public – 5

25.ix.1 Apologies

Apologies noted: D.Joyce (Footpaths Officer)

25.ix.2 Declarations of Interest

None.

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

No applications received.

25.ix.4 Minutes of previous meeting

The minutes of the meeting held on the 14th July 2025 were approved by Council, and signed by the Chair.

25.ix.5 PROGRESS REPORTS

a. Refurbishment of MUGA

The contractors have started, and will return after the 10th of September to complete the work.

ACTION: Clerk to chase.

25.ix.6 MATTERS REQUIRING DISCUSSION

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

JB has contacted the CEO of Openreach and is still awaiting a response. She

ACTION: JB was asked to contact British Telecom, the owners of the site.

b. Section 106 funding

i. To receive an update relating to the provision of football/goal nets in playpark

The Section 106 Officer has advised that all proposed projects should be submitted in one application.

ACTION: Clerk was asked to source prices for a metal toddler swing, rocker and small roundabout, for consideration at the next meeting.

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

This has not been progressed.

ACTION: RC will contact a local carpenter, and report at the next meeting.

d. Village Pound

i. To receive an update (from CP) on costings for signage

RESOLUTION: The quotation from Miller Signs in the sum of £118.00 was approved.

ACTION: RC will seek permission from SJB for the sign to be affixed to the wire fencing by the Pound. If approved, the Clerk will place an order for the sign.

ii. To receive an update regarding repairs to the building

CDE are proposing to replace the missing or damaged sections of metal roof panels so that the building is watertight as possible and the exposed sections of wall are covered over. At this point no other works are planned. A survey of the building has been carried out and this has advised that the walls are of insufficient capacity to take the loading of a new roof structure. Care needs to be taken when removing any vegetation as this is currently helping to hold the components of the walls together.

ACTION: Clerk will chase date for repairs.

e. Jubilee Memorial Tap – to receive an update from SM/RC

i. Restoration of plaque

Report from CP circulated. Expected cost in the region of £600 to repaint and deepen letters on the plaque.

ACTION: CP to obtain an alternative quotation for consideration at the next meeting.

ii. Replacement of grille beneath tap

ACTION: SM will obtain a quotation for consideration at the next meeting.

iii. Protection of memorial from future damage

SM had obtained a price for a 6" high fabricated steel barrier, approx. 18ft long which would be placed around the outside edge of the memorial tap, at an estimated cost of £700 excluding installation.

ACTION: SM to seek a price to include installation, and varying height levels, for consideration at next meeting.

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

CP met with tree surgeon and advised that, in his opinion, the work quoted for was justified, and could be progressed in the Autumn. This will probably require a footpath closure whilst works are carried out.

RESOLUTION: Councillors approved the quotation received from Rowse Tree Surgeons in the sum of £700.

ACTION: Clerk to instruct contractor to carry out the works, to include an application for the closure of the footpath.

g. To receive an update relating to felling of maple tree at Eden Way and request for TPO on remaining maple tree

Felling of maple tree – EDDC have responded regarding this matter, stating that a risk assessment was supported by a somewhat isolated decision to have the tree removed as it was dangerously pushing a stone wall into a public highway, a decision that the Officer now regrets. An email from a neighbouring resident had been received, and circulated, with a request that his comments be formally noted in the minutes. He states that the tree was removed by EDDC for safety reasons as it was leaning towards the bungalows and was moving the wall that has now been rebuilt. It was also causing water retention issues to the ground outside one of the bungalows. He was also upset at having been drawn into the situation and at comments being made to him, and the contractors instructed to carry out the work, by members of the public.

ACTION: MM shared concerns about how the situation was handled by EDDC as the correct procedures were not followed, and she will be taking the matter further.

MM will also look at the Landmark trees within the village, and arrange a site meeting with Carl Harrison (Tree Technician, EDDC) - (RC to attend.)

RESOLUTION: The Parish Council noted its regret that local residents were drawn into the situation regarding the removal of the maple tree at Eden Way, and that unhelpful comments were made towards them and the contractors undertaking the work.

h. To discuss future of Parish magazine and possible production of a village newsletter

It is understood that a volunteer has now been found to prepare the magazine, but the future of the newsletter is currently uncertain. As the Parish Council pays a proportion of the cost of the newsletter publication, the situation needs to be monitored.

RESOLUTION: Councillors agreed to consider this further at a later date.

i. Hedge cutting in parish/village

A number of hedges within the parish are encroaching on the public highway and need to be cut back.

ACTION: RC will report on DCC website. Clerk will request CDE to arrange for hedge between The Otter PH and Drupe Farm to be cut.

j. Otters River Catchment Area (ORCA) Water Campaign

CP made a proposal that the Parish Council support the campaign, seconded by SM.

RESOLUTION: All Councillors were in unanimous support

ACTION: Clerk to write to OVA accordingly.

k. To receive an update on Devolution proposals and reorganisation of local councils

Report circulated.

East Devon backs a model widely described as the '1-4-5 plan'. 1. Retain Plymouth as a standalone unitary 2. Create a South Devon unitary (South Hams, Teignbridge, West Devon with Torbay) 3. Create a North East Devon unitary (East Devon, Mid Devon, North Devon, Torridge and Exeter).

Exeter City Council has published its preferred plans: 1. A Greater Exeter unitary based on the city of Exeter and surrounding area expanding the current district council boundary into parishes surrounding the city. The proposed expansion would include 15 parish councils in Teignbridge District Council, 6 in Mid Devon District Council and 28 in East Devon including Colaton Raleigh, West Hill, Otterton, East Budleigh, Woodbury, Exmouth and Budleigh Salterton (not Newton Poppleford). 2. Retain an extended Plymouth unitary council

and 3. A rural and coastal unitary council covering the remainder of Devon.

Devon County Council is advocating for a single Unitary for the entire county of Devon.

Meetings with parish and town councils are taking place, the clerk and RC have attended the Exeter City Town Council on-line meetings. JP has viewed the EDDC presentation. A Further meeting hosted by Exeter City Council (via Zoom) will take place on 18th September.

RESOLUTION: Councillors considered that it was not an appealing option to be part of the new proposed Exeter Unitary Council and that a functional urban based authority was not what Colaton Raleigh needed.

ACTION: **JB** to provide link to the consultation document. **Clark** to make known Council's opinions to Exeter City Council.

I. To acknowledge the Clerk's resignation. To approve employment terms, recruitment processes and timetable for replacement.

The Chair reported that the Clerk has given advance notice of her intention to retire on 31st December 2025.

RESOLUTION: It was agreed that the hours to be worked would be increased to 5 per week, with a salary based on LC! Scale point 11-17 (£14.59 to £16.08 per hour) dependent upon experience. The post will be advertised in the October issue of the Parish Magazine on village notice boards, the SLCC clerk's forum and on the Devon Association of Local Councils website, (which is free of charge). Deadline for receipt of applications to be 28th October 2025. Suitable candidates will be interviewed as soon as possible after the deadline by RC, CP and the Clerk. Should there be no applicants for the post, Council will consider an extension to the deadline for applications, and/or the appointment of a Locum Clerk.

ACTION: **Clark** will arrange for vacancy to be published as agreed.

25.ix.7 PLANNING MATTERS

a. To consider applications/appeals received: none

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

25/1637/FUL Newlands Farm, Sidmouth Road, Aylesbeare, EX5 2JW – retrospective application for 3no. holiday let units and associated parking area. Councillors heard from a resident of a neighbouring property regarding the impact on their business, and the various breaches of planning at the site. **JB** and **MM** to consider application further. **SUBMISSION:** Should the LPA be minded to grant this application, Councillors would request that a condition is imposed to prevent any future change of use to residential use. In the absence of a building control application, appropriate investigations should be made to ensure that the buildings do not pose any safety risks to users.

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

25/1490/AGR Froginwell Estate, Sidmouth Road, Woodbury Salterton – construction of polytunnel for growing of crops and flowers. **SUBMISSION:** No comments.

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

25/1291/ADV Oakland Service Station, Sidmouth Road, Aylesbeare – Refused 28.7.25

DCC/4437/2025 Mill Water School, Bicton Park, Bicton, East Budleigh – Approved

25/1490/AGR Froginwell Estate, Sidmouth Road, Woodbury Salterton – prior approval not required 5.8.25

25/1094/PDQ Dunsmore, Sanctuary Lane, Woodbury – prior approval granted 28.7.25

25/0406/FUL Orchard Barn, Sanctuary Lane, Woodbury Salterton – refused 11.7.25

e. To note response from Planning Inspector re Appeal Hearing: APP/U1105/W/25/3364822 Roseleigh, Church Road, Colaton Raleigh

The Inspector considers that the planning issues raised by the Parish Council can be clearly understood from the appeal documents and a site meeting. He has found no reason, based on our letter, to arrive at a different conclusion and the Hearing will continue to be held by written representation only.

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

- Email from resident advising of a fallen tree branch on F11 – cleared by CDE whose Tree Surgeon assessed the tree and concluded it was suffering from summer branch drop
- Email from visitor concerning car parking space at the end of Church Road near to the farm entrance which she found to be blocked by boulders/tree branches - Investigation reveals this is private land owned by CDE. Visitor notified.
- Jill Elson retiring as Chairman of Exmouth and District Community Transport Charity – reply sent
- Email from resident asking for an update on the mobile signal coverage in the village and whether a mast might be considered – reply sent outlining process, and advising that Government is rolling out the 'Shared Rural Network' programme in collaboration with Vodafone and 3 other providers.
- Notification from EDDC that supplies of sandbags for parish councils can be ordered and collected (none required)
- Invitation from Cllr. Graham Deasey, Chairman of Council and Exmouth Town Mayor to the Mayoral Civic Service and Badge Ceremony on 25th October
- Correspondence from Stephen Berrisford (SJB) concerning Hawkerland Road and parking issues which resulted in 3 failed deliveries to their premises – responded to by RC

25.ix.9 CLERKS REPORT

- Emerging new East Devon Local Plan – current timetable expects formal consultation in Autumn, with submission for independent examination next spring, an plan adoption during 2027.
- Meetings: 11.9.25 SANGS (open spaces) meeting with Paul Osborne from EDDC – Woodbury
18.9.25 Exeter City Council – zoom meeting with parish and town councils
25.9.25 – Otter to Exe Group (Lympstone)
- The Clerk asked for permission to purchase a hard-drive for back up of laptop.

RESOLUTION: Councillors approved the purchase of a Seagate portable model at a cost of £63.99

ACTION: Clerk will purchase via Amazon.

25.ix.10 REPORTS (for information)

a. County Councillor – JB

I expressed my gratitude to Susan Tyrrell as the clerk for all her excellent work and said that I am very sorry to see her departure.

In terms of Property Flood Resilience I had been advised by DCC: *we are now officially in contract with the PFR supplier. They have been in contact with the relevant homeowners to organise a visit to undertake the precise measurement surveys that will inform the manufacture of the products for their homes. The main project risk at the moment is the requirement for Listed Building Consent for any Listed properties on our list. Our contractor M3 Flood Tech has been/will imminently be liaising with the EDDC Conservation officer to discuss their requirements. We hope that a pragmatic view can be taken here.*

I thanked Cllr Clay for attending the highways and traffic order committee (HATOC) on 21st July and Cllr Manley for attending the road safety meeting in Colaton Raleigh with the portfolio holder for Highways Cllr Dan Thomas on 29th July. I explained that regrettably Cllr Thomas would be unable to join us for the meeting with Clinton Devon on 8th October because it clashes with a DCC cabinet meeting. The next step would be for me to write to highways asking for how we make progress bearing in mind that I had called for HATOC to include an agenda item in the next meeting of 25th November showing progress on road safety matters in Colaton Raleigh.

I outlined that I had continued to press for Devon to take a more dynamic approach to implementing 20mph at the DCC meeting on 4th September. There are 150 communities across Devon that want 20mph and the latest proposal is that DCC will continue to roll out 20mph schemes according to their matrix. However as there is only £150k in the annual budget this is proving to be extremely slow (around 5 per year). DCC are saying that they will help parish councils introduce schemes themselves. I do not think this goes nearly far enough because in my view it should be DCC as highways authority leading on a county wide scheme not passing the buck to small parish councils. Many parish councils only have a small precept and some would not be able to afford to introduce the scheme. I will continue to press for a county wide approach.

b. District Councillor/s (Report from Cllr. Melanie Martin)

Local Government Reorganisation is now being led by John London, Sidmouth District Councillor who is also the new Deputy Leader of EDDC. There is a great deal of working being done to create a valid submission to central govt on 28 November and EDDC have appointed KPMG to assist with this, they have done similar for other authorities.

Budleigh Salterton Toilets The issues re the implementation of the new toilets across east Devon have been the subject of much discussion, especially after the Exmouth incident, and is due to be debated at the upcoming Overview Committee meeting on 30 September. The meeting will look at what happened, what went wrong, the wider operation of the toilets, the position of other projects, lessons learnt. There are more detailed issues to be discussed eg vandalism, charging, and most notably the possibility of a residents discount card, which I will be pushing for.

EDDC Build and Buy Initiative - I attended the Housing Review Board meeting on Thursday, the 31st of July. The key item of interest was the Build and Buy initiative, a housing investment and delivery plan for East Devon. The build and buy plan has come about in response to the need for more housing and to increase the supply of affordable homes for residents in East Devon. The plan has an ambitious target to deliver 500 homes over the next five years with an equal split between homes built on council owned land, and homes acquired through partnerships with private developers. EDDC have decided to take this split approach, to accelerate housing supply, and to provide a range of housing stock to meet local needs. The majority of the homes would be social rented, rather than affordable rented. In terms of next steps, they're looking at establishing partnerships for acquisitions, and identifying EDDC sites that can be re developed. The project is in its infancy and will need finance approval before it goes to Cabinet. The intention is to move the project along as quickly as is possible.

On Monday we received the sad news that Councillor Andrew Towe, Councillor for Haldon Ward, Exmouth had passed away after a period of illness. Our condolences have been sent to his family.

c. Police – JP

Inspector Helm is the current sector Inspector for our parish. He is about to begin regular quarterly meetings with councillor advocates. The first meeting is on the 30th September, which JP will attend on behalf of the Parish Council.

d. Village Hall – RC

A successful flower show was held in July.
25th September 2025 – Art and Craft Show

e. Footpaths – DJ

Still awaiting the repair of a plank on the footbridge F11.

f. Playing Field

SM conveyed his risk assessment report to Council. The bin still needs to be removed.

9pm – JB, MM and one member of public left the meeting.

g. Highways – SM

i. Meeting with Dan Thomas (DCC Highways) at Hawkerland Road on 29th July 2025

SB reported that Dan Thomas appeared to be supportive of the Parish Council's attempts to find a solution to the problems being experienced at this junction.

ii. Meeting arranged with CDE, David Reed MP, JB and SM on 8th October to discuss Hawkerland Road issues

District Cllr. Henry Riddell has organised a meeting to discuss highway problems in Colaton Raleigh.

ACTION: SM to prepare a strategy and circulate a list of bullet points to be discussed at the meeting. Clerk to ascertain who will be in attendance, and in the absence to Dan Thomas (EDDC Highways Portfolio Holder) to request that a senior member of DCC Highways attends in his place.

- The wall on the corner of Hawkerland Road/Exmouth Road has been damaged yet again, leaving debris in the road. DCC Highways attended within 20 minutes of the request and cleared the area.
- Repairs to the road surface from the village to Newton Poppleford are currently not scheduled by DCC until 26/27. Pressure needs to be exerted to get this work done quicker. **JB** will be asked for her assistance.
- Vegetation around the visibility mirror requires to be cut back 30 to 40ft. Consideration to be given to adjustment of the mirror.
ACTION; Clerk to instruct contractor to cut the hedging.

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

Progressing with proposed plans for submission to Defra in December, information available on website at www.heathstosea.com

i. Speedwatch – DJ

1 session undertaken in August – 4 speeding vehicles, total of 224 passing vehicles

25.ix.11 FINANCAL MATTERS

a. The following payments were approved:

Halycon Landscaping – grass cutting	£266.38
NDC – payroll	£526.68
Clerks expenses	£80.98
RBL 2025 Poppy Appeal	£40.00
Information Commissioners Office	£52.00
Bus Shelter Honorarium - cleaning	£165.00

b. Payments In - EDDC precept £6,183.45

c. Bank balance Current Account £12,608.38

Deposit Account £20,247.28 (Noted that interest rate is now 1.10%)

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

e. To note NALC 2025/26 Annual National Pay Aware for Clerks

Councillors noted that the NALC has now agreed the 2025/26 Pay Award for Clerks, backdated to 1.4.25.

- f.** Councillors noted that confirmation has now been received that the external auditor has acknowledged the Parish Council's exempt status from audit for the year ended 31.3.25. No applications were received from members of the public to examine documents and the period of exercise of public rights is now closed.

25.ix.12 PUBLIC QUESTIONS

- A resident spoke about issues with the junction at the corner of Church Road/Exmouth Road.
ACTION: SM will organise a meeting with Tom Cox (DCC Highways) with resident in attendance.
- A resident asked when the bungalows at Eden Way would be repainted following the installation of cavity wall insulation some time ago.
ACTION; Clerk will make enquiries and ask MM for assistance.

25.ix.13 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS

- SM – Condition of area at The Old Stables, Hardys Court

25.ix.14 DATE OF NEXT MEETING – Monday 3rd November 2025 (note first Monday of month)

Meeting closed at 9.35pm

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