

THORVERTON PARISH COUNCIL

MINUTES of the Meeting of Thorverton Parish Council held at the Memorial Hall, Silver St, Thorverton on Tuesday 11th March 2025 at 7pm.

PRESENT

Cllr Andrew Foster (Chairman)
Cllr Andy Price (Vice-Chairman)
Cllr John Hodge
Cllr Colin Marshall
Cllr Stephanie Shelton
Cllr Graham Sims
Cllr Stuart Crang
Cllr Bryanna Uglow

ABSENT

None

IN ATTENDANCE:

County Cllr Margaret Squires, 1 member of the public
Jim Roberts (Clerk and RFO)

1 Declarations of Interest

The Chairman is the Chairman of the Thorverton Community Land Trust Board on which Cllr Uglow is the Parish Council's nominated Board member. The clerk is also a member of TCLT Board. Cllr Hodge declared he was a member of the TCLT. Cllr Uglow is the nominated Councillor on the Thorverton Memorial Hall committee.

2 Co-option of Councillor

Postponed to the next meeting.

3 Apologies

None.

4 Minutes

Council **RESOLVED** to approve the minutes of the meeting held on 11th February 2025. The Chairman duly signed them. The Chairman raised the issue in the minutes regarding a parishioner's comment in an email to the MDDC Monitoring Officer that there had been 'misappropriation of funds'. Council asked the clerk to write to the correspondent to utterly refute this allegation and invite them to either provide evidence or withdraw the accusation, copying in the MDDC Monitoring Officer.

5 Public Open Session

No issues raised.

6 Reports To receive reports from:

6.1 County Cllr Squires

C/Cllr Squires reported the following:

Local Government Reorganisation (LGR) will mean a Unitary authority covering all areas and more powers and duties may well be devolved to Parish Councils.

6.2 District Cllr Roberts

Due to a clash of meetings D/Cllr Roberts could not attend this meeting.

6.3 Saturday Market

Cllr Hodge gave the following report from the Saturday Market on 8th March 2025:

6.3.1 Following on from 4 in a bed had enquiry from a lady who was following the show and wanted to know about the "Witches" mentioned . I directed her to the memorial in Exeter.

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6.3.2 The team looking after “leigh gardens” enquiring about the labels for the brown bins, as currently one is there one full and no label, another expired - I think Jim was going to be checking on the situation as mentioned at a TPC meeting recently.

Council has paid for a ‘rogue’ bin in September and the clerk is trying to identify to which bin that payment applies so the funds can be recovered and allocated to a second bin for Leigh Gardens.

6.3.3 Serious complaint about dogs in rec on matchdays , there was 3 separate dogs at a recent match, none were support dogs. Can we ask the football club to request supporters to not bring them to the rec to comply with our rules.

Will be dealt with under the Rec Ground item (para 10.7).

6.3.4 Is it possible to ask the pothole team to deal with hole in quarry carpark.

Potholes can only be repaired when the ground is bone dry. The volunteers are aware of the pothole and hope to deal with it when weather permits. Council are grateful to the volunteers who know where all the potholes are and they are keen to leave the volunteers to prioritise the work as they see fit.

7 Correspondence

7.1 Various emails from correspondent one

Council noted the emails and believes that all points have been addressed via agenda items. As the correspondents did not want a reply none would be sent.

7.2 Thorverton Bus Service

This is an ongoing issue and the 355 & 55 are DCC subsidised services. Council noted that the clerk has emailed again. C/Cllr Squires will be sent a copy of the clerk’s email to Stagecoach.

8 Review of Council Policies

8.1 Handling of Communications Policy

Council reviewed this policy and discussed the method of the clerk replying before correspondence has been brought to a Council meeting, although all correspondence is circulated to all Cllrs on receipt.

Council discussed the difficulties of dealing with correspondence in a meeting (which larger authorities do not do), whether Councillors only should put items on the agenda, how to be transparent in Council’s activities, encouraging parishioners to engage with Cllrs, whose agenda Cllrs represent and the clerk’s position in answering difficult emails and becoming a scapegoat. Council feels it has learned lessons from recent meetings. Council decided that contact with the Council should be via the clerk and Cllrs contacted must copy the clerk in. Rather than correspondence being directly on the agenda Cllrs should raise issues from correspondence as agenda items with the clerk. Council approved the Handling of Communications Policy without changes.

[One member of the public & C/Cllr Squires left at 7:48pm]

8.2 Standing Orders

Council **RESOLVED** to adopt the Standing Orders as presented.

Proposed Cllr Crang **Seconded** Cllr Uglow

8.3 Training Policy

Council **RESOLVED** to adopt the Training Policy with the addition of the training requirement for the clerk in cemetery management, removal of the defibrillator training and the addition of volunteers under Handyman training. If Cllrs need specialist advice they can individually consult the Devon Association of Local Councils (DALC) as part of the Council’s membership.

Prop Cllr Shelton **Sec** Cllr Hodge

9 Projects 9.01 Rooks

Council discussed the lack of options to deal with the rooks. Cllr Price

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will approach the school to investigate the issues the rooks are causing.

9.02 Thorverton in Bloom

Cllr Shelton will liaise with the volunteer.

9.03 Litter Bins

Dual Waste Litter Bin requests:

One bin request for Lynch Close area.

The bin in Leigh Gardens has been moved to the Millenium Green.

The Glebe bin to be moved across the road.

The bin from the churchyard may well move to Barliabins when its new layout is completed. Cllr Marshall will contact MDDC for policy details on new bins and progress this issue.

9.04 Wildflower verges

Council **RESOLVED** that the wildflowers go ahead with anticipated spend of £100. Cllrs Hodge and Shelton abstained from this vote.

Prop Cllr Foster **Sec** Cllr Hodge

9.05 New Cemetery including name

Council **NOTED** the minutes of the Cemetery Working Group.

9.05.1 Ride-on Mower

For the ride-on mower to be moved from the Rec to the cemetery on a regular basis would require registering it with DVLA and adaptations (number plates, lights & indicators) as well as insurance as a motor vehicle. Tax could be free under the Limited Use Vehicles provisions or as an agricultural vehicle. Cemetery use would need to fit in with the Football Club's usage. Alternatively, the push mower could be replaced and updated and used on the Cemetery. Cllr Hodge will check the costs involved with a local resident who has a ride-on mower.

9.05.2 Name

Council **RESOLVED** that the new cemetery should be named Thorverton Cemetery

Prop Cllr Shelton **Sec** Cllr Marshall

9.06 Exeter Inn Asset of Community Value & Grant

The Grant Giving Group could not agree on this donation and gave the reasons for and against. Council **RESOLVED** to not pay this grant but encourages the Exeter Inn to submit invoices for food and drink costs for Winter Warmth as required as very little funds have been claimed so far. Cllr Price voted against this motion.

Prop Cllr Marshall **Sec** Cllr Hodge

9.07 Affordable Housing

The Chairman advised that there was an Open Meeting with details on the Thorverton Community Land Trust website. A website forum is being considered for questions and answers. TCLT is now concentrating on development on the north side of Silver St.

9.08 VE Day

Council understands that there is a village group actively planning for this occasion.

9.09 Inpost

Council **RESOLVED** to give the Post Office more time to assess the impact of these lockers. **Prop** Cllr Uglow **Sec** Cllr Shelton

9.10 Quarry Car Park Signage & untaxed vehicle

Council will leave the current sign in place.

There is an untaxed vehicle in the Quarry Car park that has been there for some months. Council **RESOLVED** to ask the clerk to ascertain the facts and if the vehicle is registered with DVLA as Statutory Off-Road Notification (SORN) to ask for it to be removed or taxed as it is against the Parish Council's rules.

Prop Cllr Crang **Sec** Cllr Marshall

9.11 WI Winter Warmth, Listed Building application and ACV

Cllr Uglow updated the Council that the WI is satisfied that they can gain enough members to keep the Branch viable for 12 months. For clarification MDDC owns the land and Thorverton WI owns the hut. Council **RESOLVED**

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a vote of thanks to the WI for supporting Winter Warmth.

Prop Cllr Foster **Sec** Cllr Hodge

9.12 Tidy-Up Day

The spring tidy-up day will be held on the 5th April and the Autumn tidy-up day will be either 25th October or 1st November.

9.13 Sheep Dip

Council **RESOLVED** to ask the Church Commissioners' agent what renting the concreted area next to the Sheep Dip would involve. This would ensure residents could continue using this area for recreation.

Prop Cllr Shelton **Sec** Cllr Marshall

10 Recreation Ground

10.1 Financial Report for February

£32.41 spent on materials to repair the steps to the tunnel (see payment 13.2.7 below).

10.2 Repairs to the Rocker

Completed.

10.3 Signage

Cllr Price has the necessary information and will circulate a mock-up of the signs.

10.4 Damage from footballs

Council believes that something must be done about this damage. Council **RESOLVED** that the Football Club should use the s106 money available to them to install the necessary netting and agree the siting etc with the Council and the neighbour. The installation would become Parish Council property on completion. Cllr Sims abstained from this vote.

Prop Cllr Price **Sec** Cllr Uglow

10.5 Basketball Hoop

Council is content to order the hoop without any padding as all examples of posts etc that have been reviewed in similar installations have no padding.

[Cllr Sims left the meeting at 9:44pm due to an appointment]

The quotes for the surface work and installation are higher than expected but the excess above expected was limited to £750. Council asked the Rec Working Group to finalise the costs and quotes for a decision at the next meeting.

10.6 Lottery Bid

The Rec Working Group want to resubmit the bid to the National Lottery fund with amendments. Council **RESOLVED** to ask the clerk to resubmit the bid with the amendments.

Prop Cllr Uglow **Sec** Cllr Marshall

10.7 Dogs

Dogs are not allowed on the Recreation Ground. There is an issue with football spectators bringing dogs onto the Rec Ground and not being co-operative when being challenged by residents. The clerk will write to the Football Club to remind them of the prohibition.

11 Grounds Maintenance

11.1 Contractor

Work for the month:

Grass cutting as weather permits, gulleys to clean out and hedge cutting at Leigh Gardens. Cleaves Close to Bullens Close footpath hedge is overgrown and Cllr Uglow's appeals to MDDC has been unsuccessful.

12 Planning & Consultations

12.1 Applications

12.1.1 [24/01727/FULL](#) & [24/01728/LBC](#) **The Post Yard** Revised drawings

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Council **RESOLVED** to make no further comment on this application following the revised drawings and trust that the MDDC Conservation Team and Planners will make an appropriate decision.

Prop Cllr Crang **Sec** Cllr Hodge

12.1.2 [25/00297/FULL](#) **Rull Orchard** Self-build dwelling & infrastructure

Council **RESOLVED** to make no comment on this application.

Prop Cllr Crang **Sec** Cllr Price

12.2 Consultations

12.2.1 East Devon Local Plan

Cllrs will consider this individually.

12.2.2 Cadbury Ward Parishes 7pm Weds 2nd April meeting agenda and attendees

The Chairman will attend this meeting and Council understands that the meeting is open to other Cllrs if they wish to attend.

13 Finance

13.1 Bank balance

Council **NOTED** the balance of £58,364.27 (£37,776.43 + £20,587.84) at 28th Feb 2025.

13.2 Payments

Council **RESOLVED** to make the following payments:

Prop Cllr Marshall **Sec** Cllr Crang

13.2.1 Ben Fitch Grounds Maintenance Jan & Feb £ 291.90

13.2.2 MDDC Payment for Planning Application £ 293.00

13.2.3 Thorverton WI Winter warmth expenditure (February) £ 38.80

13.2.4 Vision ICT Website hosting £ 161.26

13.2.5 Savills Invoice for Allotment field £ 90.00

13.2.6 A J Marshall Consultant work Oct 2024 mins para 13.1 £ 100.00

This payment had been declined by the consultant. Council is extremely grateful for the significant help Mrs Marshall continues to provide in sorting out the Council's banking.

Council **RESOLVED** to donate her fee to Force.

Prop Cllr Uglow **Sec** Cllr Foster

13.2.7 Cllr Sims Reimbursement for materials (play equipment repairs) £ 32.41

13.2.8 J P Roberts - clerk pay (February) £ 659.46
Reimbursement postage stamps £ 26.80 £ 686.26

14 Meetings

14.1 Annual Parish Meeting 1st March – 1st June

Council will hold the APM on the same day as the April monthly meeting. The Chairman will invite the village groups to give five minute presentations about their group and the year just gone and their plans for the next 12 months.

14.2 Next Monthly Meeting

The next meeting will be held on Tuesday 8th April 2025

15 Business to be Raised at the Chairman's Discretion

15.1 The Chairman asked that Cllrs kept to the discipline of putting items on the agenda and when proposing items please give a short summary of the issue and the decision sought from the Council including any financial implications (estimated or actual).

He invited any Cllr interested in taking over the Chair to have an informal discussion with him about the role. He promised whoever took over his full support.

There being no further business the Chairman closed the meeting at 10:27pm.

Signed Date
Cllr Andrew Foster, Chairman