

THORVERTON PARISH COUNCIL

MINUTES of the Meeting of Thorverton Parish Council held at the Memorial Hall, Silver St, Thorverton on Tuesday 9th September 2025 at 7:30pm.

PRESENT

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

ABSENT

None

IN ATTENDANCE: District Cllr Rhys Roberts, Jim Roberts (Clerk and RFO)

1 Chair Welcome

Cllr Shelton opened the meeting with a welcome to all. She hopes to make the Parish Council meetings shorter and not exceed 2 hours. She had discussed this with members and it will need Working Groups to submit information in advance of the meeting showing what actions, decisions and/or funding are needed from the Council.

The Chair expressed the Council's grateful thanks to the volunteers who mended the railings outside the Rec Gates. This was excellent work that was completed very quickly

2 Declarations of Interest

Cllr Uglow is the nominated Councillor on the Thorverton Memorial Hall committee
Cllr Foster is the Chairman of the Thorverton Community Land Trust Board and is the Parish Council's nominated Board member on that board. The Chair is also President of the local WI. Cllr Crang submitted a revised Register of Interests.

3 Apologies

All Councillors present.

4 Public Open Session

No members of the public present

5 Minutes

Council **RESOLVED** to sign the minutes of the monthly meeting held on 15th July and the Chair duly signed them.

Prop Cllr Foster **Sec** Cllr Sims

Council **RESOLVED** to sign the minutes of the extraordinary meeting held on 23rd July 2025 and the Chair duly signed them.

Prop Cllr Foster **Sec** Cllr Uglow

6 Actions Outstanding from Previous Minutes

6.1 Christmas Trees

Cllr Hodge will investigate the supply of trees given changes to the previous year's supplier. In October Council will debate whether the Parish Council will supply one tree or two.

6.2 Update of the website to .gov.uk

6.3 Organising .gov.uk email addresses for clerk and Cllrs

No update this month, deadline for this is April 2026.

6.4 Donation of £100 to School Project re Jubilee Green

This donation will now go to the Royal British Legion. Clerk to list for

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payment next month.

6.5 Dinneford St water trough repairs

Chair is pursuing this project.

6.6 Hedge outside Old Pound

Council **RESOLVED** that the clerk to refer this matter to DCC for enforcement action.

Prop Cllr Price **Sec** Cllr Sims

6.7 Untaxed vehicle in the Quarry Car Park

The clerk will pursue this via the telephone number that has now appeared on this vehicle.

6.8 Tree inspection/survey

No action this month.

6.9 Change the Parish Council's bank to Unity Trust

The change of the bank will wait for the garage rents to come in as the tenants have the existing bank details.

6.10 Register Dorothy's Triangle as Parish Council Owned

No action this month.

6.11 Clerk's pension arrangements

Clerk will prioritise this before the next meeting.

7 External Reports

7.1 County Councillor Steve Keable

C/Cllr Keable sent apologies as he has a clash of meetings. Council **NOTED** the written report submitted. The Chair is disappointed that she had not received a reply to her email about Highways and Council looks forward to C/Cllr Keable's attendance in October.

7.2 District Councillor Rhys Roberts

D/Cllr Roberts reported the following:

August had been quiet at MDDC due to the holidays, but with the start of September was now fully busy again. The MDDC Director of Place & Economy has resigned and will leave at the end of October. MDDC considered not recruiting a replacement due to the Local Government Reorganisation (LGR), but D/Cllr Roberts was pleased to report that this important post will be filled.

After a successful trial waste collection of unusable pots & pans starts MDDC-wide on 15th September. MDDC Waste has also achieved a top 5% result nationally for recycling rates. D/Cllr Roberts congratulated the Willand team and all residents who are contributing to this excellent result.

On Wednesday 17th September an invitation is extended to all Chairs and clerks to attend an MDDC State of the Union debate at Phoenix House.

S106 funding is available under various projects: Public Open Space, Air Quality, Misc Infrastructure Projects & Affordable Housing. This includes additional funds over and above the allocated funds for the Parish Council.

Total funding for the Cullompton Relief Road is now in place and work will start early in 2026, length unknown.

Unlawful occupation by travellers of the car park at Crediton necessitated the unfortunate closure of the leisure centre.

D/Cllr Roberts confirmed that he supported the application for the stopping nets on the Rec which Thorverton Football Club had submitted.

Council asked about waste water from the Tiverton Sewage works that goes into the River Exe. D/Cllr Roberts reported that the Scrutiny Committee had asked representatives of SWW about this and had learned that any spillages are reported on the website and minimised wherever possible. Tiverton Waste Plant treats water from beyond the Tiverton area. SWW was fined for spillages (£24m) and is under pressure from both District and County Councils. He urged anyone who spots sewage matters to take photographs and report them.

[D/Cllr Roberts left the meeting at 8:11pm]

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7.3 Saturday Market

Cllr Foster offered sincere apologies that he was unable to attend but no items for the Parish Council had been raised to the Cllr present.

8 Council Administration

8.1 AGAR Challenge

The Chair outlined a challenge to the accounting procedures that a parishioner had raised (see additional information). The external auditor had written to the parishioner and the Council to confirm that the Council had followed the correct procedures in its annual reporting of the accounts. Council had been asked to challenge this, but Council **RESOLVED** to take this matter no further.

Prop Cllr Crang **Sec** Cllr Foster

8.2 Retraction of Unfounded Accusation

The Chair had written to the member of the public to apologise for their name appearing in the additional information. The clerk confirmed that the name was redacted once the email was received.

Cllr Crang urged that the matter of naming people in the minutes and additional information be discussed further. As it is sometimes obligatory. He will propose an item for the next meeting.

The Chair advised that the member of public is asserting that he has never used the term 'misappropriation of funds' in relation to Thorverton Parish Council. Council recognises that the member of the public is not likely to apologise. Council firmly stands by their statement that all payments have been made in the fully correct manner

Council **RESOLVED** that there has been no retraction of the unfounded accusation of misappropriation of funds and, notwithstanding Council's insistence that all payments have been made in complete compliance with all Council rules and legal obligations, reiterates that there has been no wrongdoing as demonstrated by the internal and external audit and the Annual Governance and Accounting Review process.

Prop Cllr Crang **Sec** Cllr Hodge Cllr Sims abstained from this vote.

8.3 Clerk CiLCA Training

Council **NOTED** the information from DALC and the costs of the training including additional hours for the clerk to complete the training, which will add up to approx.. £1,000. Council **RESOLVED** that the costs are authorised and the clerk should undertake the training at the next available opportunity.

Prop Cllr Crang **Sec** Cllr Foster

8.4 Review of Council Orders and Policies

Council **RESOLVED** to approve the Standing Orders, Financial Regulations and Risk Assessment as presented.

8.5 Allocation of Council Roles and Working Groups

Council adjusted the roles and groups as follows:

Responsibilities

Focus – Cllr Foster

School– Cllr Price

Social Media – Cllr Shelton

Raddon Group – Cllr Foster

Memorial Hall – Cllr Uglow

Recreation Ground – Cllr Sims

Highways – Cllr Hodge

Footpaths – Cllr Shelton

Allotments – Mr Neville Lane

Snow Warden – Vacant

Emergency Planning – Cllr Shelton

Thorverton Community Land Trust Board Councillor – Cllr Foster

Working Groups

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New Cemetery – Cllr Hodge, Cllr Price, Cllr Shelton, Cllr Uglow, Mr S Fice,
Mr N Bright, Mr M Ayre, Rev T. Collins
Staffing – Cllr Shelton, Cllr Price
Planning & s106 Funding – Cllr Crang
Grant Giving – Cllr Hodge & Cllr Crang
Village Leats – Cllr Crang
Barliabins – Cllr Uglow, Mr C Marshall & Mr T Sanders
Managed Biodiversity – vacant

9 Planning and Consultations

9.1 Planning Decisions

Council **NOTED** the following decisions:

9.1.1 25/00539/HOUSE Bell Cottage, Dinneford St - New Porch **REFUSED**

9.1.2 25/00983/PNAG Lower Stone

Agricultural building **PRIOR APPROVAL NOT REQUIRED**

9.1.3 25/00806/CLU Lodge Farm Extension & garage **CERTIFIED LAWFUL**

9.1.4 25/00690/CLU Perry Farm Barn used as dwelling **CERTIFIED LAWFUL**

9.2 Planning Applications

9.2.1 25/00951/FULL Lynch Farm **Agricultural building extension**

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

Prop Cllr Crang **Sec** Cllr Hodge

9.2.2 25/00951/FULL Lynch Farm **Livestock building extension**

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

Prop Cllr Crang **Sec** Cllr Uglow

9.3 Consultations

9.3.1 MDDC State of the District Debate Invitation to Event

Any Cllr who wishes to go should let the clerk know.

9.3.2 DALC Annual General Meeting

Council discussed the benefits of attendance at this event which two previous Chairmen had found useful. The Chair or Cllr Foster will attend.

9.3.3 DCC Future of Local Government

Council had no comments to make on DCC plans but individuals will reply as they see fit.

10 Projects

10.1 New Cemetery

10.1.1 Planning BNG

Council Crang will liaise with the clerk about the BNG metrics that are a requirement.

10.1.2 New Layout

Council **RESOLVED** to approve the latest layout (see additional information)

Prop Cllr Foster **Sec** Cllr Hodge

10.1.3 Rules and Regulations

Council **RESOLVED** to join the ICCM at £105 per annum for ongoing guidance and assistance.

Prop Cllr Crang **Sec** Cllr Price

Council **RESOLVED** to adopt the rules for the cemetery as presented by the working group.

Prop Cllr Foster **Sec** Cllr Hodge

Council **RESOLVED** to adopt the fee structure for the cemetery as presented by the working group (subject to any guidance from the ICCM or revision of the government framework for charges).

Prop Cllr Crang **Sec** Cllr Hodge

10.1.4 Training

Council asked the clerk to attend the next available training course on cemetery management in December.

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10.2 Barliabins Memorial Bench

Council **RESOLVED** to allow the memorial bench according to the family's wishes. This will recognise the enormous contribution to Thorverton life of the couple involved.

Prop Cllr Hodge **Sec** Cllr Price

Council discussed buying five trees for Barliabins. Cllr Uglow will bring full details for the next meeting.

10.3 Replacement post box in Bullen St

Royal Mail do not need any formal consent or permission to change any post boxes but they do liaise with Highways. The Chair urges all parishioners to use Thorverton Post Office as much as possible (including to post items) to make sure it is not lost to the village. Cllr Foster will include this in Focus this month.

Council is saddened to hear of the loss of Graham Cann, our long-serving village postman, and the Council's sincere condolences go to his family at this sad time.

10.4 Fence at Broadlands

Council remains concerned that the tenant concerned does not have egress from the rear of the property. The clerk will contact D/Cllr Roberts to see if any progress can be made with MDDC. Cllr Price will meet the relevant parties if necessary.

10.5 Sheep Dip Wall

Council is concerned that the Church Commissioners have not responded to the Council's earlier notification of the damage. The wall is deteriorating and Council asked the clerk to chase the Commissioners again. It should also be reported to Highways via DCC.

10.6 Mid-Devon Mobility grant

Council **RESOLVED** to donate £100 to Mid Devon Mobility

Prop Cllr Hodge **Sec** Cllr Crang

10.7 Churchyard Maintenance Grant

To be decided at the next meeting.

10.8 Litter Bins

Council asked the clerk to consult D/Cllr Roberts about the requests we have received.

10.9 Allotments

Council **NOTED** there are now 3 vacant allotments and 7 names on the waiting list. The Contractor will be tidying up the abandoned plot.

11 Recreation Ground

11.1 Financial Report

In July and August £175.77 was spent on spares and materials (see 13.2.1 below).

11.2 Basketball Protection for Youth Footballers

Council discussed buying foam protection for the basketball pole that the youth section of the football club will use when youth games are on. The cost will be approximately £80.

As this will then bring into question the protection of other items. Council noted that football goalposts aren't protected during youth games. Council decided not to buy the protection and take no further action on this matter.

11.3 Thorverton FC Application for Grant for Nets to protect Little Silver

Council discussed supporting the application but is concerned about giving permission 'in perpetuity'. Council supports this project and wants the stopping nets to be erected as soon as possible.

Council **RESOLVED** to support the application for the s106 funds as requested by Thorverton Football Club but cannot do so 'in perpetuity'.

Prop Cllr Crang **Sec** Cllr Hodge

11.4 Lottery Bid

No progress this month, clerk will attend a course.

11.5 Information & No dogs Signs

No action this month

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11.6 Mower service

The mower will be serviced on 18th September.

11.7 Devon Air Ambulance Landing Lights

Cllr Price advised that one lamp has failed so the Rec is now labelled by DAA as a 'dark sight'. The replacement lamp could cost £400. Cllr Price will contact DAA to establish if technology (eg night-vision equipment) has overtaken the need for lights.

12 Grounds Maintenance Contractor

The work for the coming month is:

Vegetation Quarry car park

Walls with vegetation (to be identified and prioritised by Cllrs)

Grass cutting

Vacant allotments

Tidy-up day 4th October

13 Finance

13.1 Bank balance

Council **NOTED** the current balance of £ 58,004.25 (4th September 2025)

13.2 Payments

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

Prop Cllr Foster **Sec** Cllr Sims

13.2.1 Cllr Sims	Reimbursement for play equip. spares & seed	£	175.77
13.2.2 BRN Fitch	Grounds Maintenance July & August	£	480.00
13.2.3 Savills (UK) Ltd Client A/c Re CC Agricultural	Allotment field rent	£	90.00
13.2.4 Kennford Tarmacadam	Basketball surface and installation	£	10,556.40
13.2.5 Thorverton Women's Institute	Hire of Hut for Extrdnry Mtg	£	20.00
13.2.6 DB Fencing	New Cemetery fence	£	4,290.55
13.2.7 Michael Ayre	Reimbursement for barbed wire fence materials	£	162.00
13.2.8 J P Roberts	Clerk pay for July & August	£	1007.92

14 Next Meeting

The next meeting will be held at 7:30pm on Tuesday 14th October 2025

There being no further business the Chairman closed the meeting at 10:15pm.

Signed Date
Cllr Stephanie Shelton, Chair