

Thorverton Parish Council

Additional Information for Tuesday 14th October 2025

1 Chair Welcome

2 Declarations of Interest

Cllrs to declare any interests in items on the agenda and any changes to their Registers of Interests

3 Apologies for absence

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4 Public Open Session

15 minutes for members of the public to raise any issue of concern, 5 minutes maximum per speaker

5 Minutes

To approve the minutes of the 9th September 2025 meeting

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6 External Reports

6.1 County Councillor Steve Keable

6.2 District Councillor Rhys Roberts

6.3 Saturday Market

7 Actions from Previous Minutes

7.1 Progress this month

7.1.1 Clerk CiLCA training

Membership pack received from the Society of Local Council Clerks and DALC notified for next CiLCA intake.

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7.1.2 DALC AGM

Report from Cllr Foster

Here are the highlights:

Changes in the personnel – Cara Stobart has left DALC and Rebecca Walker has been promoted to CEO and is supported by Elise Callaghan (who I have seen in a training video session) and a new member of staff, Karen Chapmen. A little bonus is that they can now cover Fridays!

584 training courses have been attended and a total of 1590 enquiries have been handled; 52% have been responded to on the same day with 94% handled within 3 days (I recall a quick response every time I asked a question when I was Chair). There was mention of a training course on Applying for Grant Funding on 15th Oct but when I got home to search for a link I

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could not see this. If the PC is interested then we should contact Elise for details.

They are going to update their website soon, but the usual detailed review of the finances was cut short as the FD was held up by the closure of the M5 on that day; Liz Brookes-Hocking, the DALC Chair, ran through the slides as best she could but then said she wouldn't be able to ask any specific questions which kept that part of the session (mercifully) brief. From what we saw the recent increase in subs has covered the extra staff and they expect to break even at the end of the next financial year. No mention was made of an increase in subs this year, but that might have been in the FDs report had he been able to attend.

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I visited the Unity Bank stand at the Exhibition and told them how much the CLT appreciated their user friendly approach to online banking. I told them that Thorverton PC hoped to follow before too long.

I then came across the Parish Online stand (www.parish-online.co.uk) hosted by Chris Mewse and Andy Skellern. This is a not for profit organisation that can help set us up with a GOV.UK website and the individual email addresses – all for £315 pa with a £100 discount on the first year for the website but there does appear to be an additional charge for emails which I didn't query at the time. Take a look at the example here: <https://tetbury.gov.uk/> and I have pasted a photo below of the inside page of their brochure. They are attracting new customers quickly at the moment and there are at least ten in

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Devon. Maybe one for us to look at as we are considering this at the moment? I especially like the 'not for profit' aspect.

Something for the Rec Working Party: Colebrook PC have installed nearly £40k of play ground equipment using S106 funds plus a "generous grant from the SUEZ Community Fund". I haven't heard of this before but others in the WG may know of this. Here's the link: <https://grantscape.org.uk/fund/suez-communities-fund/>

I'll bring some of the documents I collected to the next meeting. I always think this is worthwhile attending just for what you can see in the Exhibition alone.

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7.2.2 Untaxed vehicle in the Quarry Car Park

Vehicle has been moved and has been in to C&R for attention.

7.2.3 Dinneford St water trough repairs

7.2.4 Access to rear of Broadlands bungalows (opp. The Glebe)

7.2 No Progress this month

7.2.1 Tree Inspection/Survey

7.2.2 Register Dorothy's Triangle with the Land Registry

7.2.3 Change of Bank to Unity Trust

7.2.4 Rec Ground Lottery Bid

7.2.5 Rec Ground Information signs

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8 Projects

8.1 New Cemetery

Resolutions requested from the PC:

1. Acceptance of the grid system for marking the graves.
2. Employing a consultant for the Biodiversity Net Gain and possibly for completing the planning application.

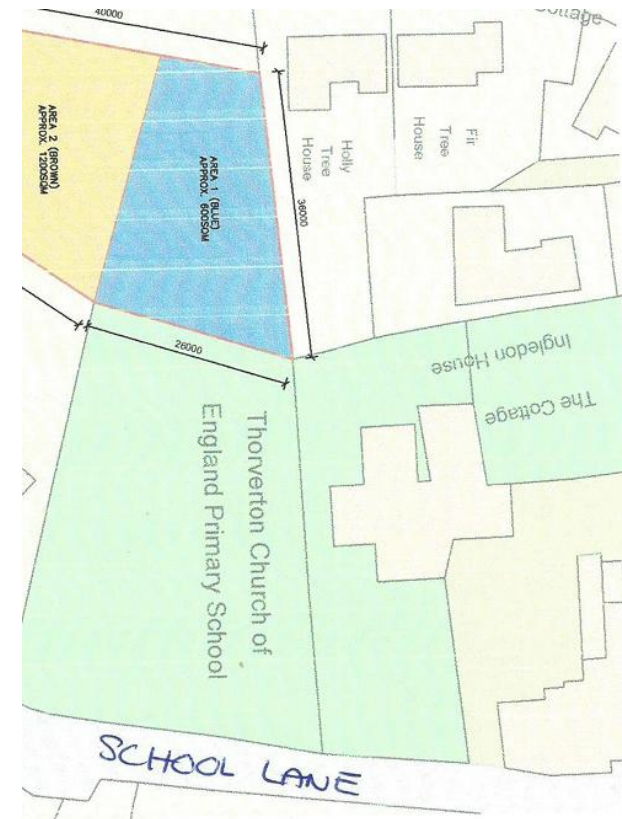
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8.2 School Wall



Quote for repairs is £1400

Cllr Price believes this is not on TPC land and may fall on the school's resources to repair.



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H.M. LAND REGISTRY		TITLE NUMBER	
		DN121119	
ORDNANCE SURVEY PLAN REFERENCE	SS 9201	SECTION A	Scale 1/1250 Enlarged from 1/2500
COUNTY DEVON	DISTRICT MID DEVON		© Crown copyright 1980



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8.3 Grit Bins

From Cllr Uglow:

Have checked the grit bins today as follows:

Glebe - full

Olde pound - 1/2 full

Cleaves steps - 3/4 full

Post office - 1/2 full

Dark lane - almost full

Jericho st - full

I don't know if any others and don't know if we have any replacement salt/grit

8.4 Sheep Dip Wall

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8.5 Barliabins

From the Barliabins working group

Resolutions: Approve purchase of

1. Sand cement up to value of £150
2. Approve donation of £50 for Stone Circle
3. Fixing kit reconkit x2 @ £7.50 each
4. Approve purchase of table @ £890 (clerk)
5. X5 trees of up to £500
6. X5 Compost up to £45
7. X5 Steaks up to £25
8. X10 ties up to £10
9. Closure of fence gap.

No cost, donation of wood and volunteers to fix.

10. Handyman work -
 - A. First grass cut.
 - B. Trimming back of some lower branches to the ASH
 - C. Reducing growth on car park bank.

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8.6 Churchyard Maintenance Grant

Request for £1000 Cllr Hodge to speak

Email from Church Treasurer:

I apply for a grant from the Parish Council towards maintenance of the churchyard this year. We spent about £1900 last year and are likely to have to spend more this year, because one of the large trees needs some attention. £1000 would be useful.

For your information, there are now only two spaces left for burials in the graveyard. One those are filled we will apply to close the graveyard and responsibility for maintenance will be passed over to MDDC, or whoever is the appropriate seat of local government at the time. I think it is likely that Thorverton will be best served if the Parish Council itself takes responsibility for that maintenance, as then there will be local control over frequency of mowing.

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8.7 Litter Bins – including Quarry Car Park

Email from parishioner

In the quarry car is looking very sad
has a rusty bottom, could it be
replaced please.

NB Request for bin near Lynch
Close

Request to move the bin at the Old
Rectory across the road to the bus
stop



&

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8.8 Allotments

8.9 Affordable Housing Planning Application

From Cllr Foster:

Please could I ask that we add a discussion about the Planning Application for the Affordable Housing to the next PC agenda.

We are not quite ready for this yet but I have been told that if the Application went through the PC there would be a very significant saving of 50% to the Community Land Trust; naturally the CLT will reimburse the PC.

To be honest I haven't explored all the in's and out's of this possibility, but it would be useful to know if the PC backed the idea in principle. If the PC is not in favour I need spend no more time on the matter; if the PC is in favour of the general principle, along with assurances that they will not be out of pocket, then the CLT can delve more deeply into the procedures involved.

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8.10 Christmas Trees and Lights

Confirmation of tree purchases

Confirmation of electricity supply (with dates if possible)

8.11 Hedges at Old Pound

Email received:

... I would let you know that after discussing ... whilst we will of course have them trimmed back I don't think we will trim them back right flush to the wall. I appreciate the reasons for the request, but as you might see, our wall has suffered damage from cars (and the bus) reversing into it on various occasions, which is challenging and expensive to fix, and we hope the hedges provide some situational awareness to prevent people reversing / getting too close to the wall too - hopefully helpful for the drivers, as well as the long term integrity of our wall.

I hope that makes sense and please do get back in touch if you have any further questions.

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9 Planning

9.1 Planning Decisions

9.1.1 25/00951/FULL Lynch Farm Agricultural building extension
APPROVED

9.1.2 25/00951/FULL Lynch Farm Livestock building extension
APPROVED

9.2 Planning Applications

9.2.1 [25/01269/HOUSE](#) Fordy Bridge EX5 5PN Single storey
extension

9.2.2 [25/01253/CAT](#) Abbotsford, The Bury Remove cherry tree &
crown lift glutinosa

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10 Recreation Ground

10.1 Financial Report for September

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10.2 Devon Air Ambulance Landing Lights

From a resident:

... following lengthy conversations/messages with the Landing Site team at DAA ..[we].. are very disappointed to find that the site has been downgraded to a 'Temporary Dark Site' since April, following an email to DAA from Cllr Price. In subsequent exchanges we believe that DAA's wish for the site to be illuminated and info provided ref new light units (£85+vat each) and technical /installation contact details has been given. We are at a loss to understand the prolonged delay in fixing the replacement units and trust this can be agreed and implemented at the next PC meeting .

As the new lights would have a 5 year warranty, then the ring fenced DAAT funds should be sufficient for many years to come!

As the PC are custodians of these funds, which were raised from the Thorverton Community, we hope that this Emergency Medical Facility will continue to be enthusiastically supported by the Council.

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11 Grounds Maintenance

Work for the month and oversight arrangements

Colin Marshall has volunteered to continue supervision of, and assistance to, the contractor.

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12 Council Administration

12.1 AGAR External Auditor Interim Report

2 External auditor's limited assurance opinion 2024/25

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Please see below

Other matters not affecting our opinion which we draw to the attention of the authority:

We are unable to complete our review work on the AGAR and supporting documentation as a result of correspondence received in relation to 2024/25 and/or prior years. Once we have finalised our review and completed any additional work arising from that correspondence, a final report will be provided with the certificate of completion detailing any qualifications and 'other' matters.

Our fee note for the limited assurance review will be issued when we certify completion.

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12.2 Review of Council Orders and Policies

12.2.1 [Asset Register](#)

12.2.2 [Statement of Internal Control](#)

12.3 Clerk Pension

GX Accountancy cost to implement £149 + VAT. No ongoing costs.

13 Finance

13.1 Bank balance £ 53,428.11 (7th October 2025)

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13.2 Quarter 2 Budget Review

Thorverton Parish Council Budget Quarter 2 Review 2025-26							
Detail	2022-23	2023-24	2024-25	2025-26			Notes
	Actual	Actual	Actual	Quarter 1 & 2 April - Sept Budget	YTD	FYF	
Payments							
Staff Costs	£ 7,222	£ 5,780	£ 7,893	£ 10,160	£ 3,538	£ 8,500	3.6% increase this year
Administration	£ 1,437	£ 820	£ 1,814	£ 1,500	£ 308	£ 1,500	
Prsh Mntnce - cntrctr	£ 3,509	£ 2,015	£ 1,980	£ 3,000	£ 1,735	£ 3,000	
Prsh Mntnce - matrls	£ 2,971	£ 1,306	£ 671	£ 3,000	£ 747	£ 2,000	
Recreation Ground	£ 933	£ 680	£ 2,770	£ 1,250	£ 13,077	£ 14,327	Hoop £1,990, surface £10,556
Allotments	£ 255	£ 238	£ 291	£ 250	£ 90	£ 250	
Grant Giving	£ 1,097	£ 875	£ 1,300	£ 1,500	£ 350	£ 1,250	
Insurance	£ 719	£ 746	£ 832	£ 1,000	£ 843	£ 843	
Annual Subs	£ 323	£ 440	£ 390	£ 500	£ 419	£ 524	ICCM £105
Legal fees	£ -	£ -	£ -	£ 500	£ -	£ 500	
Training	£ 114	£ 402	£ 60	£ 750	£ -	£ 750	
Barliabins	£ 688	£ 668	£ -	£ -	£ 5,866	£ 7,500	Landscaping work £5,866
New Cemetery	£ 1,140	£ -	£ 10,145	£ -	£ 4,953	£ 6,500	Fencing £4,452
TCLT	£ 2,000	£ 494	£ -	£ -	£ 614	£ 614	Lost Cheque from 2024-25
Elections	-	£ -	£ -	£ -	£ -	£ -	
New tool store	-	£ -	£ 7,099	£ -	£ -	£ -	NB s106 income £6,471
New Play Equipment	-	£ 1,000	£ 2,500	£ 2,500	£ -	£ 2,500	
Charging Points	-	£ 1,000	£ -	£ -	£ -	£ -	Total exceptionals £23,583
General Reserves	-	£ -	£ -	£ -	£ -	£ -	
Total	£ 22,408	£ 16,464	£ 37,745	£ 25,910	£ 32,539	£ 50,558	Net FYF £26,975

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13.3 Payments To consider the following payments:

13.3.1	BRN Fitch Grounds Maintenance September	£	238.00
13.3.2	RBL Grant	£	100.00
13.3.3	Allotment Deposit Return	£	25.00
13.3.4	Devon Association of Local Councils AGM inv 6931	£	60.00
13.3.5	Andrew Saunders Cemetery architectural work	£	100.00
13.3.6	Mid-Devon Mobility grant	£	100.00
13.3.7	Machine-Exe Mower service	£	713.45
13.3.8	GX Accountancy Payroll July-Sept 2025 inv 6567	£	63.00
13.3.9	J P Roberts Clerk pay for September	£	544.46
13.3.10	HMRC Quarter 2 PAYE & National Insurance	£	297.18

14 Next Meeting

7:30pm Tuesday 11th November 2025