

# Burlescombe Parish Council

DRAFT MINUTES

Meeting of Burlescombe Parish Council  
on Monday 7 October 2024 at Burlescombe Village Hall

Present: Councillors Downing, Eaves (Vice-Chair), Farley and Smith. MDDC Councillor Westcott, DCC Councillor Radford and Acting Parish Clerk, Mrs McGeever were also present.

Councillor Eaves, in his position of Vice-Chair, opened the meeting at 7pm and welcomed all those present.

## **07102024/1 Apologies**

Apologies had been received from Councillors Forward and Palmer. Councillor Forward had received Councillor Scott's resignation and this had been forwarded by the Acting Parish Clerk to MDDC.

## **07102024/2 Declarations of Interest/Dispensations**

There were no declarations of interest.

## **07102024/3 Minutes of Previous meeting**

The minutes of the meeting on 11 September 2024 had been circulated to all councillors. Following a proposal by Councillor Farley, seconded by Councillor Downing and unanimously agreed by those present at that the meeting, it was RESOLVED that the minutes were a true record of the meeting. The Vice-Chair initialled and signed the minutes.

## **07102024/4 Public Participation**

No matters were raised in the Public Forum.

## **07102024/5 Matters arising from the last minutes**

Updates on matters arising from the last minutes would be raised under the appropriate agenda item

## **07102024/6 To receive a report on the Grand Western Canal Joint Advisory Committee meeting**

In the absence of Councillor Palmer, Councillor Eaves put standing orders down so that the Parish Council could receive an update from MDDC Councillor Westcott.

Councillor Westcott advised that the meeting had been light on information particularly in relation to the Greenway Landfill proposal.

Councillor Eaves reinstated standing orders.

## **07102024/7 To receive a report on the Extraordinary Meeting of the Broadpath/Hillhead Liaison Group**

Councillor Downing had attended the meeting on behalf of the Parish Council and had circulated her notes to the Parish Council.

The special meeting at Hillhead Quarry provided a presentation about the proposed planning development at Hillhead Quarry Extension.

The proposed life of the development would be until 2049 following which it would be returned to farming land after use. The site contains 3.25 million tonnes of sand and gravel used in the building trade, production of cement & asphalt (at present some is transported by HGV to Westleigh Asphalt plant).

One tree and one hedgerow will be removed but at least three times this amount of new planting will take place-some before work starts to provide a biodiversity net gain.

On Friday 18th October (2pm-8pm) & Saturday 19th October (9am-1pm) at the Square Corner, Uffculme there will be community drop-in sessions arranged by Aggregate Industry (Holcim) for any concerns and questions.

It is thought that this development will produce 45 extra HGVs a day only using the recently widened Clay Lane which AI paid for and carried out.

**07102024/8 To receive a report from MDDC Councillors Westcott and Lock**

Councillor Eaves noted the report from the Acting Parish Clerk that the Revised Town and Parish Charter received approval from the Cabinet and Councillor Gwen DuChesne MBE has been appointed Cabinet Member for Parish & Community Engagement.

Councillor Westcott raised two points, namely:

1. If Councillors wished to raise any decisions with the Scrutiny Committee then she would be able to do so and
2. A response had been made to the National Planning Policy Framework which included the need to increase the number of houses being built. MDDC comments included:
  - 1) the need for the targets to not solely consider new housing but also empty houses brought back into residential use
  - 2) housing standards should be raised to include insulation etc.
  - 3) clear guidelines should be set out about contributions and
  - 4) clarification of the term sustainable development given that there were no criteria which could be defended at appeal.

**07102024/9 To receive a report from DCC Councillor Ray Radford**

Councillor Radford had circulated a report to parish councillors. The key points were:

1. Child and adult care represented a spend of £600m against a total budget of £780m. The number of children in care had been reduced.
2. Highways budget was currently £70m and he was aware of the condition of the roads in the county. Highways currently used contractors and consideration was being given to taking services back in house which would reduce costs. Good management would be required and it was considered the current workforce would be employed. He had met the new Neighbourhood Highways Officer for the parish.
3. Cullompton and Tiverton were considered growth areas with the population due to increase from 8900 to 18000 in Cullompton and 22400 to 30000 in Tiverton by 2033. The Culm Valley Garden Village would be built.

**07102024/10 To consider** the Parish Council's response to the following planning applications:

**24/01310/FULL**

Proposal: Change of use of religious retreat centre to residential dwelling

Location: Mill House Rocknell Manor Farm Westleigh

Site Vicinity Grid Ref: 305013 / 116655

Parish: Burlescombe 06

**PROPOSAL:** The Parish Council is content with the application that would provide additional residential accommodation

**PROPOSER:** Councillor Farley

**SECONDER:** Councillor Smith

**DECISION:** All in favour.

**Action:** Acting Parish Clerk to submit comment to the MDDC Planning Portal

### **AHX/DCC/4358/2023**

Retention of existing deposition and temporary landfill site for the deposition of additional inert waste and a construction waste recycling facility with associated works including temporary buildings, access and landscaping, at Land at Greenway, Uplowman, Tiverton

The Acting Parish Clerk advised that a revised traffic plan had been submitted which took HGVs through Sampford Peverell and Uplowman to the site. Traffic movements based on the proposed 8 year life of the landfill was 8 return journey per day, however, the possibility existed that the applicant would wish to reach the landfill limit in a shorter period of time which would significantly increase traffic movements. Devon County Council Highways had recommended refusal given the access was via narrow lines with limited passing places. Whilst the development did not necessarily affect Burlescombe itself, it would have an impact on the Grand Western Canal. It would also impact J27 with lorries from west of the site travelling on the A361 to access Sampford Peverell from the opposite direction.

Councillor Eaves put standing orders down to receive comments from Councillor Westcott. Councillor Westcott felt that the impact of the landfill site would affect Burlescombe in as much as this was residents route to Tiverton and Tiverton Parkway. Councillor Eaves reinstated standing orders.

**PROPOSAL:** The Acting Parish Clerk would write an objection response to the application and circulate to councillors before submitting to the DCC Planning Portal.

**PROPOSER:** Councillor Farley

**SECONDER:** Councillor Downing

**DECISION:** All in favour.

**Action:** Acting Parish Clerk to submit response to DCC Planning Portal

### **07102024/11 To receive a report from the Chair on:**

The Acting Parish Clerk reported as follows

#### Maps of the Parish

A3 maps of the parish had been collected from MDDC and copies were available for councillors.

#### Update on the Play Park

The Amenities Working Group had not met since the last Parish Council meeting. The Acting Parish Clerk had been working on their behalf to move the handover of the Westleigh Play Park to the Parish Council from MDDC.

The most recent ROSPA report had been received together with the current Risk Assessment. These would be reviewed by the Amenities Working Group.

The Clerk was in contact with the insurance company to update the policy to include the Play Park. In this regard, quotes were being obtained for the replacement cost of the equipment as this figure would be required for insurance purposes.

The date for handover was currently end October 2024.

The Acting Parish Clerk had contacted MDDC regarding the fence around the Play Park and the fence around the playing field. It was her understanding that the fences were not MDDC's responsibility.

MDDC had also confirmed that they would not carry out anymore work on the Play Park and if painting was required, this would fall to the Parish Council.

Councillor Downing felt liaison with Holcombe Rogus who were also responsible for a Play Park would be beneficial and the Acting Parish Clerk would contact their clerk.

### Councillor Training

DALC were able to provide a 3-hour training course to cover the Good Councillor Guide for the cost of £250. DALC had advised that this was normally more cost effective than online training as councillors from other parish councils would be invited.

Given the current vacancy on the Parish Council and the election date of 21 November 2024, a date in December or January would be preferential either on a Saturday or in the evening.

### Clerk's position

The Acting Parish Clerk advised that no applications had been received for the vacancy despite being advertised through SLCC and DALC. There appeared to be a significant number of vacancies.

The Parish Council would consider whether a reduction in the hours from 25 to 20 alongside an increase in the pay scale would bring applicants to the position and noted there were

The Acting Parish Clerk would continue in post until a new Clerk had been found.

### Civic duties

The Chair would be attending a number of Civic events on behalf of the Parish Council.

### Website / emails

The Acting Parish Clerk had received two quotes to move to a gov.uk website and associated emails since the last meeting. The existing provider had indicated that they did not wish to quote for the work but would continue to host the website and [clerk@burlescombe.org](mailto:clerk@burlescombe.org) email until a new site was in place. A third quote had not been received at the time of the meeting.

Parish Online had quoted £375 per year whilst Eyelid Productions in conjunction with Next costs were closer to £1000 although ongoing costs were lower at around £200 per year.

The Acting Parish Clerk had worked with both companies and advised that Eyelid Productions generally needed someone who was relatively website literate to update whilst Parish Online was simpler.

**PROPOSAL:** The Parish Council accept the quote from Parish Online and continue with the current provider hosting the website until such time as the gov.uk and associated emails were operational.

**PROPOSER:** Councillor Eaves

**SECONDER:** Councillor Farley

**DECISION:** The proposal be accepted. Councillor Downing abstained from the vote.

**Action:** Acting Parish Clerk to instigate the new website.

### Community shop in Holcombe

The Parish Council had received a request to support a community shop in Holcombe Rogus. Given this could not be brought to a Parish Council meeting in the required timeframes, individual councillors gave their personal support.

**PROPOSAL:** The Parish Council support a shop at Holcombe Rogus

**PROPOSER:** Councillor Smith

**SECONDER:** Councillor Farley

**DECISION:** All in favour.

**Action:** Acting Parish Clerk to convey decision.

### Emails from residents

The issue of the reporting of dust suppression following the Westleigh quarry liaison group had been raised by a resident and the lack of permanent water sprinklers at Fenacre. The resident had asked the Parish Council to raise the issue of dust suppression at Fenacre quarry at the next meeting. AI have recently installed a continuous dust monitoring device in Canonsleigh.

The Parish Council recognised residents concern over dust and would raise concerns at the next liaison group.

A resident has also raised the issue of trees and electricity wires on quarry land and the matter had been brought to the attention of AI, Devon County Council Highways and the resident had confirmed that National Grid had taken down branches that could cause damage.

#### Bus stops

The Acting Parish Clerk would chase up on the questions asked regarding the bus stops and timetables.

#### Speeding

A resident had raised concerns about speeding in the village and the Acting Parish Clerk had contacted the police and gave a resume of their response which raised the possibility of their being a community Speedwatch Scheme in Burlescombe. A Q&A sheet can be seen in the Attachment to these minutes.

The Parish Council had also received an invitation for a councillor to accompany the police.

**07102024/12 To receive** the report from the Communications Officer (see supporting documentation) Councillor Smith has prepared a report which had been circulated with the agenda. Unfortunately, the online safety webinar had been cancelled but details of any further events would be conveyed to residents.

Documentation such as the consultation on the Hillhead quarry would be shared.

Members of the Parish Council would be present at the Halloween Market.

**07102024/13 To receive** a report on the Councillor Advocate Scheme/local crime

Following the resignation of Councillor Scott, the Parish Council would appoint a councillor to take over his portfolio at its next meeting.

#### **07102024/14 Highways Matters/Footpaths**

a) Consideration of The Devon and Torbay Local Transport Plan 4 (LTP4)

Details of the consultation had been included in the agenda for the meeting and Parish Councillors would consider the documentation and bring their thoughts as to how to respond to the next meeting given that the draft Local Transport Plan document alongside other supplementary materials on the [Transport and roads Archives - Have Your Say \(devon.gov.uk\)](https://www.devon.gov.uk/transport-roads-archives) webpage since 1st October 2024.

The information would be shared with residents and the consultation ran through from 1 October to 30 November 2024.

b) Consideration of the Devon Countrywide Local Cycling and Walking Infrastructure Plan

Details of the consultation had been included in the agenda for the meeting and Parish Councillors would consider the documentation and bring their thoughts as to how to respond to the next meeting.

Full details about the engagement process, and all of the proposals, were now available on the website: [devon.cc/devon-lcwip](https://devon.cc/devon-lcwip).

The information would be shared with residents and the consultation ran through from 1 October to 30 November 2024.

c) Matters pertaining to Burlescombe

White lines at the railway bridge and school

Devon County Council Highways had provided a quote to Aggregate Industries for the works to be done. A response to the quote was awaited.

Dip at Whiteball

Devon County Council Highways had requested a what-three-words in order to be able to identify the exact location. Councillor Eaves would action.

Welcome to Devon sign

Devon County Council Highways knew of no reason why the sign should have been removed and asked that it be reported on the website.

Potholes

Potholes should be reported on the Devon County Council website.

Road Warden scheme/Snow Warden scheme

Councillor Eaves advised that he had not had sufficient time to look into the two schemes and asked that they be put on the next agenda.

P3 Scheme (Footpaths)

Councillor Smith advised that she had not had a response from Devon County Council.

The Acting Parish Clerk advised that Nico Page had carried out P3 works in the spring and billed DCC directly for the work. He would shortly be undertaking P3 works and would provide this bill to the Parish Council.

New Neighbourhood Highways Officer

The new NHO had asked that all correspondence go through the Clerk and/or reported on the website.

Speed limits in the village

See item **07102024/11** above.

**07102024/15 Financial matters:**

a) Bank accounts

Work was ongoing to set up new signatories on the account.

b) Update on financial situation

Based on the available information received from the previous Clerk, the Acting Parish Clerk was aware that a sum of circa £8500 was available at the year end. Two precept payments would have been in April and October of £6250 making a total of circa £21250.

Sums of money had been paid out to cover the previous Clerk's wages and grass cutting contracts.

A full report would be given as soon as the bank statements were available.

Consideration of grants:

The Acting Parish Clerk now had access to the budget information used to arrive at the precept figure for 2024/25. The budget had included £800 to cover the known grant requests paid on an annual basis which were:

Westleigh United Reformed Church (grant request)	£300.00 and
St Mary's Church	£500.00

It, therefore, appeared appropriate to use the money in the budget for these two grants.

**PROPOSAL:** The Parish Council approves the payments of the grants to Westleigh United Reformed Church and St Mary's Church.

**PROPOSER:** Councillor Farley

**SECONDER:** Councillor Eaves

**DECISION:** Approved with one abstention

**Action:** Acting Parish Clerk to set up payments once access the bank account had been achieved.

The Acting Parish Clerk advised that the Burlescombe Parish Council website had contained a grant form and this practice should continue.

**07102024/16 Items for next meeting**

The Acting Parish Clerk had put the following items on the agenda for the next meeting:

Quotes for Ground Maintenance

Quotes for replacing the perimeter fence at Westleigh Play Park

Quotes for safety inspections at the Play Park

Budget information and precept for 2025/26

Councillor Downing asked that the Amenities Working Group walkaround the Old Railways Line to assess any works that needed to be done and report to the next meeting.

Councillor Downing asked that the Amenities Working Group consider organising a little pick in the village at the end of November.

Councillor Downing asked that Park Wood be put on the next agenda given that it was no longer used by the school and the Parish Council were upkeeping private land.

Councillor Downing asked if the prescription drugs could be disposed off and given the response from the police, the answer was in the affirmative.

Councillor Farley raised the matter of the bin for dog waste at the Play Park. The Acting Parish Clerk would contact MDDC.

Councillor Farley raised the question of fund raising and the potential for a charity box for a swan charity.

The Acting Parish Clerk advised that Parish Council could accept donation boxes on their own land but the box remained the responsibility of the charity. If money were being raised then a QR code may be more appropriate.

Councillor Forward had asked that the purchase of a Remembrance Wreath be brought to the next meeting.

**07102024/17 Dates of the next Parish Council Meetings**

The next Parish Council meeting would take place 4 November 2024 in the Roger William Room at Burlescombe Village Hall.

Councillor Eaves closed the meeting at 8.30pm.

**Signed** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Chair**





Information from the police on speeding

The police patrol the area regularly, and speeding traffic is always something that is challenged when encountered. The patrol can include the use of a speed gun. Recent use of a speed gun at the Village Hall in the evening had shown speeding traffic to be negligible.

In response to questions:

- High volume of traffic speeding into and out of the village.

We need to look at this to measure the scope of this. We won't make this a policing priority unless evidence of a significant problem prevails. We will do further surveys in the area, but my experiences of this (in Burlescombe) are that most vehicles are sticking to the speed limit.

- Cars and vans overtaking the lorries.

If we have any evidence of individual instances of this, where the vehicles are identified we can challenge the drivers involved. There is nothing we can do at this point, aside from the ordinary patrols, based on threat-risk-harm that we already do.

- Accidents that the police and ambulance have had to attend

Serious collisions in either the villages of Burlescombe and Westleigh are very rare. From the data I have access to it looks like there has been one 'slight injury' collision within the Burlescombe Village limits, but if you expand this to the parish boundary (this also includes stretches of M5, A38, A361 and B3181 which changes the picture somewhat, not beyond the scope and scale that would be expected for such a large rural parish. The collision information is available for public consumption at [www.crashmaps.co.uk](http://www.crashmaps.co.uk), please feel free to share this with the Councillors and public alike. The information available adds much clarity, where anecdotally embellished collision history prevails.

- Near misses with residents coming out of the junction by Town house onto the main road with people speeding up the hill.

We don't hold any information about near-miss collisions, they are not 'recordable' as defined, so the only knowledge of any near-misses will be by local people, something I would ask you about if we needed to know any more.

On the subject of road safety in Burlescombe, we don't have an active Community Speedwatch Scheme, something I would be very pleased to work with. A CSW scheme needs a champion and some volunteers from the community (this can include like-minded Councillors). The CSW collect data and provide information in speeding drivers directly to the police, so that suitable action can be taken. The scheme prevents speeding and helps parish councils collect data to pass onwards to roads safety authorities like the County Council and Police.

Please ask the Councillors to look at the Devon & Cornwall Police CSW site and get back to me if there is a volunteer to champion a scheme for greater Burlescombe.

<https://www.devon-cornwall.police.uk/advice/advice-and-information/wsi/watch-schemes-initiatives/speedwatch/community-speedwatch/>