Burlescombe Parish Council

11 November

To: All Members of Burlescombe Parish Council

Dear Councillor

You are duly summoned to attend a Meeting of **Burlescombe Parish Council** to be held at Burlescombe and Westleigh Community Hall on **Wednesday, 18 November 2026 at 6.30pm**. The meeting is open to the press and the public.

Members of the public are invited to attend an informal session from 6.30pm to discuss the possibility of bike ramps in the village.

Yours sincerely
Susan McGeever
Parish Clerk

AGENDA

017/2627/1 Welcome by Chair, apologies for absence and introductions

017/2627/2 Declarations of Interest/Dispensations
To receive any declarations of interest relating to business to be conducted at this meeting and
To consider any dispensation requests and confirm any relevant dispensations.

017/2627/3 Minutes of Previous meetings to approve minutes of the meeting on 5 October 2026.

017/2627/4 Matters arising from the last minutes
Updates on matters arising from the last minutes will be raised under the appropriate agenda item.

017/2627/5 Public Participation
Members of the public may speak for a period of 3 minutes on matters they wish to bring to the attention of the Parish Council and these matters may be related to the item on the agenda.
Unless the Chair elects to put down standing orders, members of the public may not speak during the remainder of the meeting.

017/2627/6 Emergency Planning
Review of updated Emergency Plan including feedback from Parish Councillors.

Review of Household Emergency Plan leaflet.

Update on Community Emergency Hubs.

Confirm arrangements for the Emergency Plan Public Meeting on 28 November 2026.

017/2627/7 Training
Report from the DALC Annual General Meeting.
Report on VAT and taking on new assets and Parish Councils as Charity Trustees.

017/2627/8 To receive a report from the Chair
Delivery of fast fibre
Nothing to report for this meeting

Neighbourhood Priority Statement (Neighbourhood Plan)
Councillor Forward to report on her review of the draft NPS

Culmstock Parish Council has applied to designate the parish of Culmstock as a Neighbourhood Area. This is the eighth application Mid Devon District Council has received for a Neighbourhood Area designation since the Localism Act (2011) gave local communities the power to produce plans for their own areas.

Comments are invited about the suitability of the Parish Council's proposed Neighbourhood Area boundary. Once the geographic extent of the plan area has been agreed and designated, subsequent consultations with regard to emerging proposals will be initiated by those preparing the Neighbourhood Plan. We are formally consulting on this proposal for a period which will conclude **on Monday 30th November 2026**.

Business Continuity Plan
New plan to be circulated in January.

Registering assets of community value
Discussions ongoing

Bike ramps
Report from the Clerk and Councillor Forward
Fencing: To fence off a section, the Parish Council would need to budget on something between £15 to £26 per m + vat. The lower end will be net + one rail basic, top end will be post + 4 rail with net. For the gate you would need to allow £300 +/- £50.
Insurance considerations

Creative Community Grants
To be considered

Devon Community Foundation
Grants to support a local project, community activity or initiative, it may be worth registering with the Foundation. Once registered, groups can be matched with suitable funding opportunities as they become available.
Further information can be found at https://www.devoncf.com/.

Review Parish Meeting / event dates
Wed 17th Feb - Burlescombe
Mon 22nd Mar - Westleigh
Wed 5th May - Burlescombe - Annual Parish Meeting and Annual Meeting of the Parish Council – TO BE AMENDED – needs to be after the May 2027 elections

017/2627/9 To consider the Parish Council's response to the following planning applications and receive decision notices:

Planning applications:
Report from Planning Committee Meeting - 22nd October 2026

New:
26/01448/HOUSE
Proposal: Erection of single storey rear extension
Location: 3 Alberta Gardens Westleigh Tiverton
Site Vicinity Grid Ref: 306139 / 116893
Parish: Burlescombe 06

Deadline for comments: 27 November 2026

26/01479/PNCOU
Proposal: Prior Approval for the change of use of an agricultural building to one dwelling under Class Q
Location: Building at NGR 307168 114728 Lower Elms Burlescombe
Site Vicinity Grid Ref: 307152 / 114725
Parish: Burlescombe 06

INFORMATION ONLY

Existing:
26/00604/FULL
Proposal: Erection of one dwelling and associated works
Location: Former Garages and Forecourt South View Westleigh
Site Vicinity Grid Ref: 306041 / 116837
Parish: Burlescombe 06

Further information awaited.

Decision notices:

26/00607/FULL – APPROVED - 20 October 2026
Proposal: Erection of a farm produce shed with associated parking area.
Location: Land at NGR 306566 114419 (Appledore Farm) Appledore Burlescombe26/01277/FULL

Other matters:

Local Green Spaces
Parish Council to consider responses to the questionnaire

Tiverton Eastern Extension - Proposed Planning Application
25/01652/MOUT
Circulated by the GWC JAC.

Mid Devon's resident survey
Consultation open.
Resident Survey 2026 | Let's Talk Mid Devon

Tiverton Town Centre
Please find details of a consultation by Mid Devon District Council regarding Tiverton town centre.
Tiverton Framework for the Future | Let's Talk Mid Devon

017/2627/10 Highways Matters/Footpaths
Councillor Smith to update on meeting with Councillor Clist

10.2 Speed Limits / Speeding
Information on 20s Plenty has been circulated to Parish Councillors.

Exact procedure still awaited from DCC.

10.3 Potholes and other matters
The matters below have all been followed up again with DCC Highways and MDDC.

Brimstone Lane potholes
Parish Council and public to continue reporting potholes online:
Report a problem - Roads and transport

White lines / slow sign - Primary School, Burlescombe
This is with the white line team – no update received both Clerk and NHO has chased

Water from the garages, Burlescombe
Ongoing investigations – trial excavations needed – handed to MDDC Housing Service

Drains at Cracker Corner
Update awaited

Road Repairs - Appledore Hamlet to the Somerset Border
The works will take place from Monday 21st September until Friday 6th November from 1900hrs, weather permitting.

Road surface on approach to A38 after Burlescombe
Response awaited

Signpost at Westleigh
Reported to DCC Highways – awaiting response

Blocked drains in the Parish

10.4 Footpaths
Councillor Smith to report
Canonsleigh footpath reported to DCC.
Wobbly gatepost at Fenacre footpath entrance

10.5 Road Warden Scheme/Snow Warden Scheme/Flood Warden Scheme
Councillor McDonald update

South West Water sewage spills

Vote of no confidence in South West Water
Review of draft proposal

017/2627/11 Financial matters:
The Parish Council noted the following:

11.1 Financial Report 2026-27

Lloyds Bank

Current account balance at 30 September 2026	£305.44
Less payments	
Receipts	
Current account balance at 31 October 2026	**£305.44**

The account is being kept open whilst discussions on the complaint are ongoing.

Unity

Current account balance at 30 September 2026			£3898.17	
Payments				
01-Oct-26	S/O to: Countrywide	SJB016	-216.84	
08-Oct-26	Transfer to 1407		-20000.00	
09-Oct-26	B/P to: HMRC	475PM01737213	-146.89	
09-Oct-26	B/P to: Clerk	EXPENSES-MILEAGE	-34.90	
09-Oct-26	B/P to: Emma Forward	PRINTING	-119.96	
09-Oct-26	B/P to: Clerk	SEP 26 WAGES	-479.32	
31-Oct-26	Service Charge		-7.00	-21004.91
Receipts				
07-Oct-26	MDDC CREDITORS	REF - 00029	21325.00	

Current account balance at 31 October 2026 **£4218.26**

Deposit account balance at 30 September 2026		£37111.12
Payments		
Receipts		
08-oct-26	Transfer from 1407	£20000.00
Deposit account balance at 31 October 2026		**£57111.12**

The cumulative bank reconciliation for October 26 will be completed, circulated and signed by the Chair.

The budget monitoring information for Months 7 will be produced and circulated to Parish Councillor.

Payments made since the last meeting:

Clerk wages (October 26)	£412.92	
HMRC PAYE (October 26)	£118.30	

Payments to be authorised:

Clerk expenses/mileage (October 26)	£ 34.90	
MDDC (grass cutting)	£1865.10	
TJ McCabe (play area fencing)	£2259.00	
Parish Online (website)	£ 470.40	
Countrywide (ground maintenance)	£216.84	DD

Defibrillators
The Clerk advised the invoice was awaited for the spare defibrillator pads.
The handover is being undertaken

Contact with Lloyds Bank/Financial Ombudsman
The case is ongoing – further information awaited from Lloyds Bank.

Other matters:
- Noticeboards and their upkeep

017/2627/12 To receive the draft budget and consider the precept amount
The Parish Council will review the draft budget and consider the precept amount.

The budget will be reviewed again at the January meeting and any adjustments made following the public meeting in December 2026.

The budget will be finalised and approved at the January 2027 meeting.

The budget must be approved prior to a decision being taken on the precept amount.

The deadline for submission to MDDC is 22 January 2027.

017/2627/13 To receive a report a report on Parish Council Communications
Report from Councillor Smith - See supporting documentation

017/2627/14 To receive a report on the Councillor Advocate Scheme/local crime
Report from Councillor McDonald

017/2627/15 To receive a report on the Grand Western Canal Joint Advisory Committee
Report from Councillor Box.

017/2627/16 To receive a report on the Quarries
Report from Councillors Downing and Elliss-Brookes
Quarry Residents Survey – bring forward to February 2027 meeting
Asphalt Plant – odour complaint
Litter from Quarry lorries
Mud on road leading from Quarry

017/2627/17 To receive a report from the Amenities Working Group

Biodiversity Net Gain
Devon Local Nature Recovery Plan
How can the Parish Council increase its Biodiversity Net Gain and assist in the Devon Local Nature Recovery Strategy.
Devon Local Nature Recovery Strategy (LNRS) | Devon County Council
Brought forward

Report from Councillor Walker
Charitable Trusts

Matting at Burlescombe Play Area
MDDC are scheduled to replace the matting in this financial year using the S106 monies.

Leylandi trees on ORL -
Work being carried out to remove the trees on 24 November 2026

MDDC Expression of Interest for Burlescombe Play Park and Open Space.
Update from Clerk

Fencing at the ORL
Bring forward to January

Woodland Trust
Free trees offer

ORL Survey
The first part of the survey has been undertaken and the report will take 4-6 weeks.

017/2627/18 To receive a report from MDDC Councillors Westcott and Lock

017/2627/19 To receive a report from DCC Councillor Simon Clist

017/2627/20 Items for next meeting

017/2627/21 Dates of the next Parish Council Meetings

Parish Council meetings:
Monday 4th January at Westleigh URC Hall

Other meetings/events:
Saturday, 28 November 2026 - Emergency Planning Public Meeting – Burlescombe and Westleigh Community Hall

Wednesday 9th December 2026- Precept Open session - Burlescombe and Westleigh Community Hall

November 2026 Parish Report covering October
As always a busy month – and next is likely to be even more so.
Breaking budget news
The Autumn Budget has bought significant news regarding Devolution and the budget for Devon. The Government has confirmed the establishment of a **Mayoral Strategic Authority** for Devon, Plymouth and Torbay. "This new model of government will be structurally embedded for the long term, and local people will be given the power to hold local leaders to account." This new authority will cover a population of 1.25 million and an economy worth over £33.1 billion. We will hear much more about this in the weeks and months ahead, and I will continue to share updates as they become available.
In addition, the Government has announced a new £2.6 billion Household Energy Payment, which will provide a £100 payment directly into bank accounts from January 2027 for households in England in Council Tax Bands A to D. The Government estimates that up to 20 million households will benefit. There will be two schemes the other being 'discretionary' funding will be provided.
Local authorities will be responsible for delivering the scheme. However, we are still awaiting the Government's full scheme guidance, which will set out the detailed eligibility criteria, payment arrangements, and administrative requirements.
Schemes of this nature are very complex to administer, particularly given the need to identify eligible households accurately and make payments directly into bank accounts. We will need to work through the detailed requirements carefully once the guidance is issued, including arrangements for households where the Council does not already hold suitable payment information.
Further information will be provided to Members and residents once the detailed guidance has been received and the local delivery arrangements have been established.

Elections
A by-election was held 15 October for the Bradninch ward on Mid Devon District Council following the resignation of former council leader Luke Taylor, who has taken up a new role in the USA. The Liberal Democrats successfully retained the seat, with retired GP Mary Ryan elected as the new district councillor. The contest was fought between candidates from the Liberal Democrats, Labour, Conservatives, Greens and Reform UK. Bradninch has been a strong Liberal Democrat ward in recent years, and the party comfortably held the seat.

Plan Mid Devon
Those keeping an eye on Plan Mid Devon may be interested to know that the District Council has now passed Gateway 1, the first stage in the Government's new Local Plan process.
This is largely an internal readiness check, confirming that the Council has the staffing, governance and resources in place to prepare the new plan. It is not a consultation on policies or development sites and does not predetermine any future planning decisions.
The focus now turns to evidence gathering, environmental assessments and engagement with communities. The scope of the plan is expected to be finalised during the autumn, with further consultation and technical work continuing through 2027.
As the new Local Plan will help shape Mid Devon's future growth, infrastructure and environmental priorities for years to come, I will continue to share updates as opportunities arise for parish councils and residents to get involved.

Tiverton Town Centre Regeneration Framework - Update
Work on a regeneration framework for Tiverton town centre first began in 2017, with an initial public consultation taking place in 2018. Progress was subsequently delayed as council resources were diverted to dealing with the impacts of the Covid-19 pandemic and the town's recovery. The draft framework has now been refreshed to reflect changing economic conditions and current challenges facing businesses and town centres.
In October 2026, Mid Devon District Council's Cabinet agreed to launch an extended eight-week public consultation on the draft framework. The proposals focus on three key areas: the Pannier Market, Phoenix Lane and Beck's Square, alongside better links between the rivers, improved public spaces and stronger connections to Tiverton's heritage assets.
The framework includes proposals to make the Pannier Market more visible from Fore Street, create more flexible space for traders, events and community activities, improve signage and public spaces, and explore new uses for nearby sites. It also considers improvements around Phoenix Lane and opens a discussion about the future of Beck's Square, including the possibility of town-centre housing.
The consultation is expected to run through late 2026, with responses considered in early 2027. Following any amendments, the framework is scheduled to return to Cabinet in June 2027 and then to Full Council in July 2027 for possible adoption. Any individual projects would then be subject to separate funding decisions, design work and planning approvals.
Please find details of a consultation by the Council regarding Tiverton town centre.
Tiverton Framework for the Future | Let's Talk Mid Devon

Drought

Despite some recent rainfall, Devon remains in severe drought following months of unusually hot and dry weather. While the recent wet weather and the forecast of more rain are welcome, our rivers, reservoirs and groundwater supplies are still under significant pressure and will take time to recover.
Residents will be aware that the hosepipe ban remains in force across Devon, and further measures could be introduced via a Drought Order. We can all help by using water wisely, whether that's taking shorter showers, turning off taps when they're not needed, fixing leaks or being mindful of everyday water use.
As a council, we're also looking at how we can reduce our own water consumption while continuing to deliver services safely and effectively. Every small change helps, and together we can play our part in protecting this vital resource until conditions improve.
For more information and water-saving advice, visit : https://www.southwestwater.co.uk/help-and-contact/save-water/

Community Hubs
MDDC members attended a talk on 27 October on drought Planning and Community Hubs.
This was a briefing from the MDDC Resilience Officer Lewis Dyson, to update members on the current Drought status following on from the "Severe Drought" declaration issued 15 October including the work currently underway within MDDC. Additionally the Resilience Officer presented to Members a new initiative known as Community Emergency Hubs, what they are and why they are an excellent way of building resilience at a local scale. Lewis is keen to be further engaged with the community please see message below.
"I am Lewis, the Resilience Officer for Mid Devon District Council and I am offering all Parish Councils a visit to talk to you about Community Emergency Hubs. Community Emergency Hubs are a great way to build resilience in your communities as a first step or as a way of improving your Community Emergency Plans. A Community Emergency Hub is a safe, local place where people can come together during an emergency. It allows communities to share information, support one another, and take safe, practical action until emergency services arrive.
There is no obligation on any Parish Council but I would love to attend and present for 15 minutes at your regular Parish Council meeting to talk to you about the Hubs as well as support on your Emergency Resilience journey and point you to where some funding or support may be available.
If you have an upcoming Council meeting and would like me to attend, please e-mail me on ldyson@middevon.gov.uk and I will come along. I have attended 8 Councils so far and have had really positive feedback. Similarly, if you have any questions about Community Resilience, Emergency Planning or the Hubs, do not hesitate to get in touch. I look forward to hopefully seeing your community soon. "

Grants
Devon Community Foundation
I'd also like to draw attention to the Devon Community Foundation, which provides grant funding for voluntary and community groups across Devon. If your organisation is looking for support for a local project, community activity or initiative, it may be worth registering with the Foundation. Once registered, groups can be matched with suitable funding opportunities as they become available. Further information can be found at https://www.devoncf.com/.
Access to funding can make a real difference to the communities we serve, and I would encourage local groups to take a look at what support may be available.

Emergency Planning
The Devon Emergency Resilience Fund may also be of interest to parish councils and local community groups looking to improve preparedness for flooding and other emergencies. Small grants of up to £250 are available to help develop a Community Emergency Plan, while grants of up to £1,500 can be used for resilience equipment such as flood signage, sandbags and other practical measures. Communities that have experienced recent flooding are particularly encouraged to apply. Applications are straightforward, and funding is allocated on a first-come, first-served basis. Further details, guidance and application forms can be found at:
https://www.devoncommunities.org.uk/grant-funding-emergency-flood-resilience
Any questions can be directed to dcrf@devoncommunities.org.uk

SEND Swim Sessions Become a Permanent Success
Active Mid Devon's SEND swimming sessions in Crediton and Tiverton proved a success over the summer. More than 180 children and their families took part, with feedback showing that families valued the quieter environment, supportive staff and inclusive atmosphere.
The programme has been so well received that these sessions will now become a permanent part of the school holiday timetable. Virtual walkthrough videos of both pools have also been introduced to help reduce anxiety and make visits easier for children and their families.
This is a great example of how small changes can make a real difference in ensuring local services are accessible and welcoming to everyone.

Cyber Attacks
Residents are reminded to stay vigilant against cybercrime and online scams. Information recently circulated by Devon & Cornwall Police warns that computers and devices running unsupported software are at greater risk of

cyber-attacks, ransomware and identity theft because they no longer receive security updates. The National Cyber Security Centre recommends enabling automatic updates wherever possible. Separately, Neighbourhood Watch has highlighted growing levels of insurance-related scams, with Admiral Insurance reporting a significant increase in fraudulent online adverts designed to impersonate legitimate insurers. Residents should be cautious when responding to unexpected emails, messages or online adverts and report suspected fraud promptly.

KFC in Tiverton
On 26 October, KFC opened its first restaurant in Tiverton, creating 45 local jobs and bringing the chain's full menu to the town. The company says the new outlet forms part of its £1.5 billion investment programme across the UK and Ireland, with further restaurant openings planned over the coming years. A spokesperson said they were delighted to bring the brand's "Original Recipe" chicken to Tiverton and to create new employment opportunities for local residents.

Mid Devon Business & Economy Newsletter - Edition 006
I have been asked by the Economic Development officer to share the information with community and business, as appropriate. It is very reassuring to see that MDDC are working to support these areas - including hosting an event as shown below. The PDF Newsletter and support flyers are attached to this report for consideration and use.

Business Rates
Mid Devon District Council is hosting a **Business Rates Drop in event on Thursday 16th November (between 3pm and 6:15pm)** at Phoenix House, Tiverton. Following the Government's Autumn Budget, this drop-in session is a chance for businesses to speak face to face with the Business Rates team about the latest announcements, what any changes could mean for their Business Rates, and any other issues they may have with their Business Rates.

Lets Talk Mid Devon
The council's online engagement platform, Let's Talk Mid Devon, recorded an engagement rate of just six per cent during the first quarter of the year, highlighting the challenge of encouraging residents to take part in consultations and community discussions. Despite efforts to gather local views through the platform, participation remained relatively low, raising questions about how the council can broaden engagement and ensure decisions reflect the views of a wider cross-section of residents. **On a personal note – I use the app a lot and would encourage others to try it.**

Anti-Social Behaviour
Paul Wilson, the council's specialist lead for community safety and safeguarding, warned that although 110 incidents were recorded across Mid Devon during the previous 90 days, under-reporting makes it harder to identify hotspots, target resources and take action.
The council is also reviewing how it can respond more quickly to persistent offenders, particularly in council housing, using measures ranging from warnings to court injunctions. The message from officers was clear: if we want anti-social behaviour tackled, incidents need to be reported directly to the council or police, not just shared online.
We encourage anyone experiencing or witnessing ASB to report it to MDDC or the Police 101 service so that the authorities are aware of it and can take action.
ASB can be reported online via:
Anti-social Behaviour Toolkit - MIDDEVON.GOV.UK (or phone 01884 255255)
or an email to 101@devonandcornwall.pnn.police.uk .
You may also wish to contact us as your Ward Councillors and we will endeavour to progress action

A few facts

- Leisure income is up £44K - as membership grows
- Waste Service faces £500K pressure due to Mid Devon District growth
- Fly tipping is down (but please report where you find it)

.. And Did you know …
1 in 9 houses in Mid Devon are social housing - not including temporary accommodation. Also 95 percent of our Mid Devon houses are let at social rent.

As ever, if I can be of any service, please email me
Gwen DuChesne MBE
District Councillor for Halberton
Cabinet member for Parish and Community Engagement
gduchesne@middevon.gov.uk