

**Minutes of the Meeting of Clayhidon Parish Council  
Held at Parish Hall, Clayhidon, at 7.30pm on Monday 28 July 2025**

**Present:**

Councillors Blackmore, Bendle, Drew (arrived at Item 3), Kidner and Weekes together with Mrs S McGeever (Parish Clerk).

**28072025/1. Welcome by Chairman, apologies for absence and introductions**

Councillor Weekes opened the meeting in the absence of Councillors Saunders (Chair) and Drew (Vice-Chair) and welcomed those present to the meeting.

Apologies had been received from Councillors King and Saunders together with Councillor Clist (MDDC and DCC Councillor).

**28072025/2. Declarations of Interest/Dispensations**

There were no declarations of interest.

**28072025/3. To approve minutes of the meeting on 23 June 2025**

It was RESOLVED that with minutes of the meeting of 23 June 2025 should be signed by the Vice-Chair as a true and accurate record of the meeting and the Vice-Chair duly signed the minutes.

**PROPOSER:** Councillor Kidner

**SECONDER:** Councillor Bendle

**DECISION:** unanimous by those present at the last meeting

**28072025/4. Public Participation**

No items were raised.

**28072025/5. Planning**

**5.1 To consider** the following planning applications:

**25/00886/FULL**

Proposal: Variation of condition (2) of planning permission 16/01848/FULL (Erection of extension and change of use of agricultural land to form additional parking area) to allow for revised plans to the extension

Location: Village Hall Battle Street Clayhidon

Site Vicinity Grid Ref: 316447 / 114337

Parish: Clayhidon 15

The Parish Council RESOLVED that it was in support of this application to allow for revised plans to the extension.

**25/00844/FULL**

Proposal: Erection of general purpose agricultural building with new access track Location: Land at NGR 316515 109951 North of Whitedown Cross Clayhidon

Site Vicinity Grid Ref: 316436 / 110120

Parish: Clayhidon 15

The Parish Council RESOLVED that it had no objections to this application.

**Draft Mid Devon District Council Local Validation Checklist.**

The Parish Council RESOLVED that if believed the Local Validation Checklist did not require any addition. It would, however, like to see a greater emphasis on local housing needs.

**5.2 To note** the following planning decisions:

No planning decision notices have been received.

**5.3 Enforcement**

The following enforcement requests had been lodged with MDDC

**ENF 25/00070/RURAL**

Re: Siting of multiple containers

Land at NGR 316298 115516 (Rooks Nest) Clayhidon Devon

**ENF/24/00190/RURAL**

Re: Erection of fence and siting of shipping containers

Land at NGR 316609 115230 Clayhidon Devon

**ENF/22/00270/BRE**

Re: 21/00239/FULL in relation to access track, siting of a gypsy/traveller caravan, static caravan and 3/4 containers

The Rookery Land and Building at NGR 316528 116028 (Barpark) Clayhidon

Councillor Clist had advised the Clerk that the Enforcement Officer had visited four sites in Clayhidon and that work was ongoing. Enforcement did not report to Parish Councils until a Enforcement Notice had been issued.

It was noted that hedges required trimming for road safety reasons. The process was for the Parish Council to write to householders first and if no action was taken then contact Devon County Council. They would also contact the householder and did have the ability to charge for the cutting of any hedgerows.

**5.4 Other matters**

In the absence of Councillor Clist no report on East Devon Planning Applications was given.

Mid Devon District Council consulted Neighbouring Parishes but this did not appear to happen when an application was in East Devon but could affect neighbouring parishes in Mid Devon.

**28072025/6. Finance**

The Parish Council noted the report from the Clerk/RFO as detailed below:

**6.1 Unity Bank Current Account**

Balance on 31 May 2025	£1656.16
Less payments	
Service Charge	£ 6.00
Receipts	
J Thomson	£ 150.00
<b>Balance on 30 June 2025</b>	<b>£1800.16</b>

Payments made since the last meeting:

S McGeever (wages – Apr-Jun 25)	£834.11
HMRC (PAYE – Apr-June 25)	£302.23

Payments to be made

S. Aldworth (accounts/payroll)	£160.00
Clerk's expenses (Apr-Jun 25)	£ 78.00
Clerks' mileage (Apr-Jun 25)	£ 43.20

The Parish Council RESOLVED to make the payments at listed above.

**PROPOSER:** Councillor Kidner

**SECONDER:** Councillor Bendle

**DECISION:** unanimous

## **6.2 Unity Bank Instant Access Account**

Balance on 31 May 2025	£6504.82
Less payments	
Receipts	
Interest	£ 76.01
<b>Balance on 30 June 2025</b>	<b>£6580.83</b>

The Cumulative bank reconciliation from 1 April 2024 to 30 June 2025 had been completed for signature by the Chair and this was duly signed by the Vice-Chair.

The bank reconciliation showed that the Parish Council held a total balance of £8380.99. It did not have any reserves set aside. As a small council, it should be holding a year's precept in an earmarked reserve.

Parish Council's should be mindful of the possible impact of Local Government Reorganisation which could mean additional responsibilities and, therefore, a potential increase in the Clerk's work.

Whilst the Parish Council was the sole Trustee of The John Griss Charity, these funds had to be held separate to the Parish Council's accounts.

This should be taken into consideration when agreeing expenditure and grants.

The three-monthly budget monitoring information has been circulated to Parish Councillors and would appear as a supplement to these minutes.

The Certificate of Exemption for this year's Annual Governance and Accountability Return was submitted in accordance with the dates provided and all the documentation was on the website.

## **6.3 S106**

Clayhidon has £2500.00 towards benches in open spaces.

The S106 application for three benches and their installation is being prepared for submission to MDDC but information on installation costs was awaited.

It had been advised that the bench as Rosemary Lane needed repairing/replacing. This would be considered when costs were known.

## **6.4 Defibrillators**

The paperwork for the defibrillators has been completed and The Circuit updated.

The defibrillator at the Half Moon had a fault which was not reported prior to the handover. The Clerk had asked Mr Houghton to coordinate with South West Ambulance Trust who believed the fault could be identified over the phone. This would mean that repair costs could be avoided.

## **2306205/7. Clerk Update and Correspondence**

Emergency Plan

The Clerk advised that work on the Emergency Plan was ongoing and would require a Public Meeting.

Neighbourhood Plan

The meeting with Culmstock and Hemyock Parish Councils had been cancelled. Work was ongoing to set up a meeting with Rebecca Randall, Councillor Bradshaw and Devon Communities Together, and it was hoped it would take place in mid to late September.

**Action:** Clerk

#### Free Landmark Tree

The Parish Council noted that the location and photo of the tree was needed when it had planted in the autumn.

#### Storage of Parish documentation and maps

Minute books had been received from Councillor Saunders and further documents were with Councillor Blackmore.

**Action:** Councillor Blackmore/Clerk

It had been confirmed that the 1837 parish Tithe Map, its parchment apportionment of rent in lieu and a 1990s transcript of map data have all been deposited with the Devon Heritage Centre and are available for any member of the public to read.

The Clayhidon History Group had copies of all of the above in digitised form and the information is to any member of the public via the History Group who can help with their interest or research.

#### MDDC Training

The Clerk had attended the MDDC Planning Training for Town and Parish Councils online prior to the meeting.

The key points to take away were that:

- MDDC were in tilted balance i.e. they did not have sufficient land supply for the 5-year housing targets and that this meant the Local Plan would not be considered when planning decisions were made.
- Applications of 9 houses or less could no longer be called in unless it affected Listed buildings
- Outline and Permission in Principle applications once approved would then be delegate to Planning Officer to ensure that the application met planning regulations. This meant that commenting on such applications needed to be more detailed.

Invitation to Forestry England Wild Neroche Biodiversity Audit Presentation.

In the absence of Councillor King, a report would be given at the next meeting.

**Action:** Councillor King

#### Blackdown Hills Parish Network AGM

Councillor Weekes advised that the meeting had covered the National Planning Policy Framework and 20 mph speed limits which would be parish and town council led.

The organisation had started last time Local Government Reorganisation had been considered to give parishes in the Blackdown Hills a greater voice.

#### Help Shape the Future of Devon

The Parish Council felt it important that councillors responded to Mid Devon's consultation on Local Government Reorganisation.

#### Devon Communities Together

The Parish Council would pass information on the Wild About Devon Community Wildlife Grants scheme to the Scouts and the John Griss Charity.

#### MDDC Community Commercial Hubs

The Village Hall had been alerted to the community commercial hub grants.

#### MDDC Let's co-create community climate action planning

The Clerk had attended the online meeting on 22 July 2025 regarding community action plans and it would positive to identify a project in Clayhidon that could reduce the carbon footprint.

#### DALC conference

It was noted that the conference would take place on 1 October 2025.

Other matters:

Asset Register – determine whereabouts of all items listed

Continuity Plan – Clerk to produce a continuity plan

**28072025/8. County Council Report**

In the absence of Councillor Clist, no report was given.

**28072025/9. District Council Report**

In the absence of Councillor Clist, no report was given.

**28072025/10. Highways/Footpaths**

15.1 Highways

Councillor Clist (DCC) was not present to report on his meeting with the Neighbourhood Highways Officer.

A decision would be made at the next meeting if further pothole repairs should take place during the autumn.

15.2 Footpaths

It was noted that the sign had disappeared on the footpath to Lillicombe.

**Action:** Clerk to contact DCC

Councillor Weekes felt that the Footpath Map should be more visible at the Parish Hall.

The Parish Council noted that application to divert Footpath 8 at Smiths Farm and had no objection.

**Action:** Clerk to contact DCC

The PROW grant for 2025-26 had been advised as being £1180 and an invoice has been sent.

**28072025/11. Clayhidon Charity & John Griss Charity**

The Clerk reported as follows:

**11.1 Clayhidon Charity**

A meeting of the Clayhidon Charity was required, and the date would be decided upon receipt of the accounts from the internal auditor.

It was noted that three people had volunteered to become Trustees, a change to the constitution to allow for this would cost £1600.

The question was raised as to whether it was beneficial to have two charities in the village and whether the funds and assets could be offered to another charity or merged with another charity.

**Action:** Clerk to contact the Charity Commission

**11.2 John Griss Charity**

A meeting of the John Griss Charity was required and it was RESOLVED that the meeting would take place on 11 August 2025. This date had been set aside for a Parish Council meeting.

Items on the agenda:

Open Day – 7 September 2025

- Purchase of a marquee/gazebo
- Posters
- Bar
- Band
- Food

Leases

- Scouts Lease
- Land Lease
- Fisheries Lease – letter with amended plan

Memorial Stone and Inscription

Website

Update on water supply

Finance and accounts

**28072025/12. Items raised by Chair**

No items to raise

**28072025/13. Items raised by Councillors**

Councillor Bendle raised

– the Garland Bower invoice for hay at £150

**Action:** Clerk to issue

- the Parish Harvest Supper which had been underwritten by the Parish Council in 23/24 and the John Griss Charity in 24/25.

The Parish Council felt that the cost of the event was becoming too high and numbers were falling.

Councillor Bendle would approach the Village Hall to see if they wished to organise a Bring Your Own event with a bar.

**Action:** Councillor Bendle

**28072025/14. Date of the Next Council Meeting**

The Parish Council set the following dates for its meetings:

8 September 2025	Clayhidon Village Hall	7.30pm
------------------	------------------------	--------

**Signed**..... **Date**.....

Chairman