Clayhidon Parish Council

3 November 2025

To: All Members of Clayhidon Parish Council

Dear Councillor

You are duly summoned to attend a meeting of **Clayhidon Parish Council** to be held at the Village Hall on **Monday 10 November 2025 at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely
Susan McGeever
Parish Clerk

AGENDA

1. Welcome by Chairman, apologies for absence and introductions

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.

3. Minutes of Previous meetings to approve minutes of the meeting on 15 September 2025.

4. Public Participation

5. Planning
5.1 To consider the following planning applications:

25/01404/LBC
Proposal: Listed Building Consent to rebuild collapsed chert stone and cob west wall to single storey kitchen and replace opening lintols like for like
Location: Burrows Farm Clayhidon Cullompton
Site Vicinity Grid Ref: 316881 / 110586
Parish: Clayhidon 15

Deadline for comments: 31 October 2025 – extension to 11 November 2025

25/01429/TPO
Proposal: Application to crown reduce between 3-4m and remove dead/crossing branches from 1 English Oak tree protected by Tree Preservation Order 06/00012/TPO
Location: The Old Forge Rosemary Lane Cullompton
Site Vicinity Grid Ref: 315841 / 114645
Parish: Clayhidon 15

Deadline for comments: 5 November 2025 – extension requested

5.2 To note the following planning decisions:

25/01013/FULL – APPROVED – 2 October 2025
Proposal: Variation of condition 2 of planning approval 18/02002/FULL (Conversion of former smithy building to dwelling, demolition of adjoining agricultural buildings and replacement with extensions; formation of parking and amenity space and alterations to retained workshop) for substitution of plans to allow repositioning and repurpose of garage to workshop with office above and erection of canopy over main house front door
Location: The Smithy Clayhidon Cullompton Devon

5.3 Enforcement
It is understood that the Enforcement Officer has visited four sites in Clayhidon and an update has been requested. Updates are normally given after any action has been taken and an Enforcement Notice issued.

Councillor Clist is meeting with the Enforcement Officer.

5.4 Other matters
Councillor Clist will report on East Devon Planning Applications.

6. Finance

6.1 Unity Bank Current Account

Balance on 1 September 2025				£2831.82	
Less payments					
18-Sep-25	B/P to: c houghton	Lengthsman		-1273	
18-Sep-25	B/P to: c houghton	Footpaths		-298	
18-Sep-25	B/P to: DCC		64001302	-39.59	
29-Sep-25	B/P to: S.Aldworth		2447	-160	
30-Sep-25	Service Charge			-6	1776.59
Receipts					
18-Sep-25	Transfer from 20462521	Transfer		1000	
24-Sep-25	Devon Association	Overpayment refund		18	1018.00
Balance on 30 September 2025				**£2073.23**	

Payments made since the last meeting:

S McGeever (wages July-September 25)	£540.84
S McGeever (PAYE July-September 25)	£267.89
S McGeever (expenses £26 pm and mileage x 6 months)	£156.00 and £72.00
Defib Store (defibrillator spare pad)	£ 82.80

Balance on 1 October 2025				£2073.23	
Less payments					
15-Oct-25	B/P to: Mrs S M McGeever	REIMBURSEMENT		-82.80	
15-Oct-25	B/P to: Mrs S M McGeever	WAGES JUL-SEP25		-540.84	
15-Oct-25	B/P to: hmrc cumbernauld	475PL00323677		-267.89	
15-Oct-25	B/P to: Mrs S M McGeever	EXPENSES 6 MONTHS		-156.00	
15-Oct-25	B/P to: Mrs S M McGeever	MILEAGE 6 MONTHS		-72.00	
31-Oct-25	Service Charge			-6.00	-1125.53
Receipts					
Balance on 31 October 2025				**£ 947.70**	

The Clerk has raised the need to pay National Insurance with the accountant.
Update awaited.

Payments to be authorised at the meeting:

Village Hall (meeting room)	£ 72.00

6.2 Unity Bank Instant Access Account

Balance on 1 September 2025	£5580.83
Less payments	
Transfer	£1000.00
Receipts	
Interest	£ 32.70
Balance on 30 September 2025	**£4613.53**

Balance on 1 October 2025	£ 4613.53
Less payments	
Receipts	
Precept	£ 5775.00
Balance on 30 September 2025	**£10388.53**

The Cumulative bank reconciliation from 1 April 2025 to 30 September 2025 and to 31 October 2025 has been completed for signature by the Chair at the meeting.

The six-month and seven-month budget monitoring information has been circulated to Parish Councillors.

6.3 S106
Clayhidon has £2500.00 towards benches in open spaces.

The S106 application has been prepared for submission to MDDC and two of the three quotes received.

6.4 Defibrillators
The spare pad has been purchased.

One of the defibrillator pads expires this month and will need to be replaced.

6.5 Grant requests
Mid Devon Mobility – grant application forms sent.

6.6 Precept 2026-27
The first precept for 2026-27 calculation has been circulated to councillors for consideration.

6.7 Assertion 10
The Annual Return for 2026-27 will require additional work to be compliant for Assertion 10.
There is training available and the suggestion is made by the Clerk that the training/hours are shared between the Parish Councils to reduce costs.

7. Clerk Update and Correspondence
Emergency Plan
Ongoing

Neighbourhood Plan
Ongoing

Free Landmark Tree
Location and photo needed when planted in the autumn

Storage of Parish documentation and maps
Ongoing

Devon Communities Together
The Wild About Devon Community Wildlife Grants scheme - applications for up to £300 from Devon-based community groups and organisations for funding to support local wildlife projects.
Mid Devon District Council - State of the District Debate
The slides and question responses has been circulated to councillors.

DALC conference
The Clerk attended the DALC conference, the key message was for councils to prepare for Local Government Reorganisation.

Animal Welfare Licensing Policy
The Clerk advised Mid Devon District Council that the Parish Council was not able to comment on this policy.

Open Letter to PM regarding National Parks and Landscapes October 2025
Circulated to councillors.

2025 MDDC Resident's Survey
Information circulated to councillors.

MDDC Stakeholder Engagement
Information circulated to councillors.

Dumped Caravans
MDDC placing notices on the caravans.

Devon and Somerset Fire and Rescue Service Precept Survey
Information circulated to councillors.

Blackdown Hills National Landscape Management Plan
Information circulated to councillors.

Blackdown Hills Parish Network
October newsletter circulated to councillors.

Devon Countryside Access Forum
Information circulated to councillors.

Japanese Knotweed
This invasive plant has been reported in Clayhidon and the length man proposes its removal and burning.

Devon Communities Together at our Annual General Meeting (AGM)
Information circulated to councillors.

Other matters:
Asset Register – determine whereabouts of all items listed

Continuity Plan – Clerk to produce a continuity plan

8. County Council Report
To receive Councillor Clist's report

9. District Council Report
To receive Councillor Clist's report

10. Highways/Footpaths
10.1 Highways
Councillor Clist (DCC) has met with the Neighbourhood Highways Officer. A list of concerns has been forwarded to him.

The Parish Council should consider if more pothole work should be done.

10.2 Footpaths
It was noted that the sign had disappeared on the footpath to Lillicombe. The Clerk had contacted DCC.

The new Footpath Map has been received.

11. Clayhidon Charity & John Griss Charity
To receive any relevant information.

11.1 Clayhidon Charity
A meeting of the Clayhidon Charity is required.
Trustees to decide on meeting date.

HSBC
The accounts are with the internal auditor but awaiting the final bank statement for the year. HSBC have confirmed that the signatures are the same and another attempt to set up online banking.
Action: Councillor Blackmore

Unity
Paperwork will be brought to the meeting to set up payment authorisations.

Merger
The merging of two charities depends on the constitutions and the decisions taken by the Trustees in line with the information provided by the Government. It may be worthwhile taking some advice but in the main the Clayhidon Charity is for the benefit of Clayhidon residents as is the John Griss Charity. The definition of poor is a difficult one to consider and may require some advice and this should also be taken into consideration when issuing grants.

How to merge charities - GOV.UK

11.2 John Griss Charity
Brief update from Councillor Kidner.
Correspondence from a resident.

12. Items raised by Chairman

13. Items raised by Councillors

14. Dates of the next Council Meeting

8 December (if required)
12 January
9 February
9 March
13 April
18 May

All dates are subject to alteration.