

# Clayhidon Parish Council

11 May 2026

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 Parish Hall on **Monday 18 May 2026 at 7.45pm**. The meeting is open to the press and the public.

Yours sincerely  
Susan McGeever  
**Parish Clerk**

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## AGENDA

**1 To elect the Chair** and receive declaration of acceptance of office

**2 To elect the Vice-Chair** and receive declaration of acceptance of office

**3 Welcome by Chair, apologies for absence and introductions**

**4 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.

**5 Minutes of Previous meetings** to approve minutes of the meeting on 13 April 2026.

**6 Public Participation**

**7 Planning**

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

**26/00428/HOUSE**

Proposal: Erection of single storey extension

Location: Applehayes Cottage Clayhidon Cullompton

Site Vicinity Grid Ref: 317291 / 115442

Parish: Clayhidon 15

[26/00428/HOUSE | Erection of single storey extension | Applehayes Cottage Clayhidon Cullompton Devon EX15 3TU](#)

Deadline for comments: 4 May 2026 – extension granted to 19 May 2026

**26/00143/FULL**

Proposal: Erection of dwelling following demolition of an agricultural building

Location: Land and Buildings at NGR 317188 116575 (Willtown Farm) Clayhidon Devon

Grid Ref: 317188 : 116575

Parish: Clayhidon 15

[26/00143/FULL | Erection of dwelling following demolition of an agricultural building | Land and Buildings at NGR 317188 116575 \(Willtown Farm\) Clayhidon Devon](#)

Revised Drawings

Deadline for comments: 11 May 2026 – extension granted to 19 May 2026

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

**26/00335/LBC – APPROVED – 27 April 2026**

Proposal: Listed Building Consent for internal and external alterations, including works to a south-west and north-west elevations, and replacement of the existing garden room with a single-storey extension  
Location: Barn Battens Farm Clayhidon Devon

**26/00337/FULL – APPROVED – 27 April 2026**

Proposal: Retention of the change of use of agricultural barn to an annexe ancillary to the main dwelling; retention of two windows on the south-west elevation and alterations to openings on north-west elevation; and replacement of the existing garden room with a single storey extension  
Location: Barn Battens Farm Clayhidon Devon

**7.3 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.

**8 Finance**

The 2025/26 accounts had been circulated to councillors at the April meeting and forwarded to the internal auditor and the report is awaited.

**8.1 Unity Bank Current Account**

Balance on 31 March 2026				£1003.49	
Less payments					
20-Apr-26	Clayhidon VH	PARISH COUNCIL	-68.00		
20-Apr-26	Mrs S M McGeever	WAGES JAN-MAR26	-765.47		
20-Apr-26	Mrs S M McGeever	EXPENSES/MILEAGE	-121.10		
20-Apr-26	hmrc cumbernauld	475PL00323677	-191.40		
		CLAYHIDON			
20-Apr-26	savills uk	1060855	-323.00		
20-Apr-26	dalc	7303	-209.33		
30-Apr-26	Service Charge		-7.00		-1685.30
Receipts					
04-Apr-26	Transfer from 20462521		2500.00		
<b>Balance on 30 April 2026</b>					<b>£1818.19</b>

Payments to be authorised:

Community First (Insurance)	£528.51 (one year)
	£506.16 (three years)
Village Hall (room hire)	£ 24.00

**8.2 Unity Bank Instant Access Account**

Balance on 31 March 2026		£8374.40
Less payments		
04-Apr-26	Transfer to 20462518	-2500.00
Receipts		
14-04-26	Precept	£10125.00
<b>Balance on 30 April 2026</b>		<b>£15999.40</b>

The Cumulative bank reconciliation from 1 April 2026 to 30 April 2026 has been completed for signature by the Chair at the meeting.

The Month 1 budget monitoring information has been circulated to Parish Councillors.

### **8.3 S106**

Ongoing

### **8.4 Defibrillators**

A spare pad for the defibrillator at the Half Moon has been ordered.

### **8.5 Grant requests**

Village Hall request for the annual grant of £2000

### **8.6 Noticeboards**

Update and decision on type of noticeboards to be purchased.

## **9. Annual Return**

The annual return will be prepared for the June 2026 meeting following the completion of the internal audit and submitted to the External Auditor in accordance with the timescales provided.

Based on the year-end figures the Parish Council will be required to submit accounts to the External Auditor for 2025-26.

## **10 General Power of Competence**

The Parish Council is not eligible to adopt the General Power of Competence as the current Clerk is not CILCA qualified.

The Clerk is undertaking the qualification.

## **11 Policies and Procedures**

To review and adopt the policies of the Parish Council:

- Code of Conduct (no change)
- Standing Orders (no change)
- Financial Regulations (no change)
- Risk Management Scheme (no change)
- Publication Scheme (no change)
- Privacy Notice (no change)
- Equality and Diversity Policy (no change)
- Contract of Employment (in place)
- Health & Safety Policy (no change)
- Website Accessibility Statement (no change)
- Asset Register (updated)
- Grant policy (no change)
- IT Policy (to be reviewed)

## **12 Clerk Update and Correspondence**

Emergency Plan

Draft plan circulated to Parish Councillors together with information on Emergency Community Hubs. Parish Councillors to feed in specific Clayhidon areas of concern.

Date for public meeting

Neighbourhood Plan

The Parish Council is awaiting dates for the Housing Needs Survey.

Further information has been circulated on Neighbourhood Plans and preparing a planning priority statement.

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

Storage of Parish documentation and maps  
Ongoing

Dumped Caravans  
MDDC placing notices on the caravans.  
Update

Blackdown Hills Parish Network – call for support  
The request for would be reviewed alongside other grant expenditure.

Connecting the Culm  
The Clerk is waiting for Connecting the Culm to come back and advise if any council/charity land would be suitable for measures to assist with flooding.

Assertion 10  
See IT Policy under Item 11

**13 County Council Report**  
**To receive** Councillor Clist's report

**14 District Council Report**  
**To receive** Councillor Clist's report

**15 Highways/Footpaths**  
**15.1** Appointment of the lengthsman

Tarmac has been ordered and confirmation of delivery is awaited.

Pothole information circulated to M Carter – awaiting email addresses for the members of the Working Group to set up online training and then Chapter 8 training for two members.

Is any PPE needed for the Working Group?

**15.2** Appointment of the Footpaths representative

**16 Clayhidon Charity & John Griss Charity**  
**To receive** any relevant information.

**16.1** Clayhidon Charity  
Confirmation of appointment of Trustees:  
Jamie Blackmore  
Nicholas King  
Richard Drew

Signing of the Charity accounts.

**16.2** John Griss Charity  
The minutes of the Open Meeting have been circulated to Parish Councillors.  
A financial update will be brought to the meeting.

**17 Items raised by Chairman**

**18 Items raised by Councillors**

**19 Dates of the Council Meetings for the year 2026/27**

2026

8 June            AGAR paperwork

13 July

10 August

14 September

12 October

9 November

14 December

2027

11 January

8 February

8 March

12 April

10 May            Annual Meeting of the Parish Council

Date of the Annual Parish Meeting to be set