

Clyst Honiton Parish Council



There was a meeting of Clyst Honiton Parish Council on Wednesday 9th April 2025 at 7.00pm held in the Black Horse Inn Meeting Room

Members Present: Parish Councillors Suzanne Hales (Chairman); Mike Muir; Gary Collier; Sean Wheeldon; Grant Harrison.

Also Present: Toby Russell (Devon Air Ambulance Trust)

In attendance: Rob Martin, Clerk.

6 members of the general public including representatives for the School House planning proposals.

MINUTES

DEVON AIR AMBULANCE TRUST

Toby Russell of Devon Air Ambulance Trust updated the parish council on the latest plans for the move of the DAAT support staff to the airport campus. He had produced plans of the current proposed layout for the site which were circulated.

The proposal was to amalgamate all of the functions of the DAAT operation to one site which would be accessed by means of a junction on Treasbeare Lane straight to the site, requiring the purchase of a field.

The intention was to extend the buildings currently in place in order to provide changing rooms, a training centre and offices to be able to provide more complete support for people and expanding the service offered. There was a need to expand the current hangar, now that the helicopters have become larger more room is needed to operate without interruption.

The buildings would be of modular construction in order to save build-time enabling all storage facilities to be combined in one location. There was a drainage issue with the site that would be solved with an underground attenuation tank.

The outside space would be expanded for various activities, including being able to provide the opportunity to hold events for the 700 volunteers it has.

Most of the car parking would be constructed with a geotextile layer covered with gravel rather than tarmac to allow most of the funding to go towards the built facilities.

The chairman asked about sewage which would continue to be off-mains.

Toby said that cardiac deaths were still stubbornly high and they would look to expand outreach conversations in communities and schools for example.

Councillors were invited to contact Toby to arrange for them to come out and look at site. In addition, he would send a pdf of the current plans to the parish council for access within the public domain.

PUBLIC SESSION

Use of Fete Proceeds

Meghan, who organised the fete last year wanted to discuss the proposal to provide a book-swap library using the money raised (£506 held in a parish council Earmarked Reserve).

Cllr. Wheeldon offered a space for this at the entrance to his drive, not on the public highway or footpath. A

drawing had been produced which he said would have Perspex panels on the front to protect the books whilst allowing users to be able to see the contents.

Meghan also raised the matter of having a bike-ramp in the playing field. This matter would be investigated alongside other alternative ideas for ensuring the money was used for the benefit of the community. This might be enhanced following a further fete or fund-raising activities.

Planning Application Reference: 24/0691/FUL - 1 School Cottage, Clyst Honiton, EX5 2LZ

Construction of single detached dwelling, new access and associated works.

The landowner and development team for this planning application explained the current situation in that following correspondence with the planners to which despite many efforts they had received no replies, they were then offered either a withdrawal of the application, or a refusal. The application had been withdrawn as a result.

The idea was to work with the parish council to overcome its objections to the development, so the team were present to start this conversation.

The conclusion was that each of the matters outlined in the parish council objection response should be addressed, perhaps in a separate document, to explain how the requirements have been met. If some of the requirements cannot be met, then an explanation of why this is the case should be included.

The parish council, in its role as planning consultee, would need to consider the revised application as a whole, taking on board the extra information and resultant changes to the application once it was resubmitted.

25/149 APOLOGIES & CHAIRMAN'S ANNOUNCEMENT

No apologies had been received.

The chairman announced that she was going to stand down as a Clyst Honiton Parish Councillor immediately following this meeting. This would also mean that one of the councillors remaining would have to take the chairmanship role from the next meeting onwards.

Cllr. Hales was thanked for her time on the council and in the chair.

25/150 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

There were no declarations of interest in matters on the agenda.

25/151 MINUTES

On a proposal by Cllr. Wheeldon, seconded by Cllr. Muir it was **Resolved** to approve, as a correct record, the minutes of the Parish Council meeting held on 12th March 2025.

25/152 CLERK'S REPORT

The clerk ran through some of the items on the project list most of which were on the agenda below. This would be easier to deal with once the shared drive was in place.

25/153 PLANNING APPLICATIONS

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
25/0467/MFUL	Kerswell Barton Farm Broadclyst Devon	Installation of a solar farm comprising ground mounted solar PV panels with a generating capacity of up to 16.2 MW(AC), including mounting system,



	EX5 3AF	inverters, underground cabling, stock proof fence, CCTV, internal tracks and associated infrastructure, landscaping, biodiversity net gain and environmental enhancements for a temporary period of 50 years Decision: To support the Broadclyst Parish Council position on this application.
Power Used Town & Country Planning Act 1990; Localism Act 2011		Risks Assessed None
Resulting Tasks & Owner Clerk – notify EDDC		Deadline for Action 3 weeks from notification date
Financial Implications None		Equalities Impact None

25/154 PLANNING APPLICATION RESPONSES

To receive an update on why the parish council objection to planning application for 2 Clystlands, 25/0033/FUL appears to have been ignored.

The response to the question of why the parish council objection appeared to have not been considered when granting planning permission, is as follows:

Good afternoon, Rob

Thank you for your email.

As the team leader for the Western Planning Team, I wanted to reassure you that we certainly recognise the importance of the made Clyst Honiton Plan and that its policies are not being disregarded within the planning process. The Clyst Honiton Neighbourhood Plan forms part of the Development Plan and is most certainly a material consideration when we consider planning applications within the Neighbourhood Plan area.

I am aware of the planning application at Clystlands (ref 25/0033/FUL) for a single storey wrap around extension, the approval for which was signed off by myself under the Council's scheme of delegation. You will see from the attached officer report that the comments raised by the Parish Council were considered and taken into account as part of the officer assessment for this particular proposal. It was the professional judgement of officers that the proposed single storey extension would remain subservient to the main dwelling, owing to its single storey form and limited height. Design Code 6 of the NP is acknowledged which seeks to ensure that the original building should remain the dominant element of the property. Whilst it was acknowledged that the footprint of the extension was sizeable in comparison to the existing dwelling, it wasn't considered that the extension would give rise to any significant harm to the character and appearance of the property, the area or the streetscene to sustain an objection that could be reasonably defended at appeal.

In reaching conclusions about sustainable design and construction and the provision and re-use of renewable energy, officers also had regard to the size and type of extension that could reasonably be constructed under permitted development rights or through the Prior Approval process (up to 6 metres in depth) and it was considered that in this case, the requirements of



the NP policies would be disproportionate bearing in mind the applicants could construct a sizeable extension under permitted development rights or through the Prior Approval process where there would be no control over sustainable design and construction or the provision of renewable energies.

To provide you with some further reassurance that the Neighbourhood Plan is being given full weight in the decision-making process alongside the Local Plan, I refer you to application no 24/0691/FUL for the construction of single detached dwelling, new access and associated works. Officers have fully considered the Parish Council's objection to this proposal and its conflict with the NP and have secured withdrawal of the application in favour of working with the applicants to address the points made in respect of achieving high quality design, sustainable construction, landscape and biodiversity etc.

I hope this provides the Parish Council with reassurance that the West Team recognises the importance of the made Neighbourhood Plan and that it carries full weight within the planning process and that I have explained why in the example of Clystlands a contrary decision was taken to the Parish Council. We will continue to give full weight to the NP for all future planning applications.

The parish council position on this was one of disappointment that permission was given, and a letter would be sent back to the planners expressing this and requesting that the officer's report mentioned in this response was not published. A request would be made that to promote transparency EDDC should publish the officer's report on the website alongside the decision notice in order to show what is taken into account and explain why the Neighbourhood Plan policies are not relevant. One aim would be to ensure that future iterations of Neighbourhood Plans would have appropriate wording to make them more enforceable.

Power Used Town & Country Planning Act 1990; Localism Act 2011	Risks Assessed That the Neighbourhood Plan policies were not being used appropriately by planners
Resulting Tasks & Owner Council: To keep pressure on planners to ensure NP is complied with.	Deadline for Action Ongoing
Financial Implications None	Equalities Impact None

25/155

HIGHWAYS

Cllr. Wheeldon reported on his correspondence with Frances Caveney-James the Devon Community Highways Officer for Clyst Honiton on the St Michaels Hill repair job.

The conclusion was confirmation that the project was still on the programme and the officer would endeavour to get a date for its completion.

Power Used Highways Act 1980	Risks Assessed Damage to vehicles and personal injuries if not repaired soon
Resulting Tasks & Owner Clerk- write to CHO	Deadline for Action Ongoing until the job is completed.



Financial Implications None	Equalities Impact DCC has responsibility to all of the community, including those who are less able
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25/156 VILLAGE MAINTENANCE

Cllr. Muir reported on the work undertaken since the last meeting, as follows:

He had:

- Carried out the weekly visual inspection of the play equipment
- Observed that the playing field grass had been cut three times
- Cut the grassed areas at the front of the Duke of York Inn, the pumping station, the bus stop opposite the Exeter Inn, around the wishing well.
- Arranged with the clerk to purchase specialist boat paint
- The boats being used as planters had both been cleaned and painted
- Compost had been purchased

He and Cllr. Wheeldon had met with the contractor about the zipwire that day.

In relation to the ROSPA report, the following needed to be addressed:

- Branches needed to be removed
- The old tower surface needed to be replaced with non-slip
- A cross-member needed to be fitted on its entrance
- New screws were needed for the slide

In addition, new trellis was needed behind the bus stop opposite the Exeter Inn.

Power Used Open Spaces Act 1906	Risks Assessed Village becoming unkempt and overgrown with no planting
Resulting Tasks & Owner Cllr. Muir – continue inspections and maintenance of village.	Deadline for Action 8 April 2025
Financial Implications None	Equalities Impact DCC has responsibility to all of the community, including those who are less able

25/157 ZIPWIRE REPLACEMENT

Cllrs. Muir and Wheeldon had attended a meeting on site earlier in the day with a representative of Playtime with Fawns to finalise arrangements for the zipwire replacement. It was revealed however that the zipwire being offered was from Wicksteed which had already labelled the site as unsuitable and pulled out. Cllr. Wheeldon believed that this would mean that this company would also pull away from doing the project. An answer was awaited.

Power Used Town & Country Planning Act 1990	Risks Assessed No replacement zipwire being provided
Resulting Tasks & Owner Council – to consider alternative equipment and/or its placement on the field.	Deadline for Action Ongoing until solution found or decision to not continue.

Financial Implications £13,235 capital costs.	Equalities Impact The work enables accessibility to all
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25/158 FILE SHARING & WEBSITE UPDATE

A quotation of £630 (excl VAT), had been received from ExeSquared Ltd to adapt the current website to include an area for sharing information between councillors. On a proposal by Cllr. Wheeldon seconded by Cllr. Collier, it was **Resolved** to accept the quotation and get this set up as a matter of priority.

Power Used Local Government Act 1972	Risks Assessed For the council to not operate efficiently.
Resulting Tasks & Owner Clerk – to press ExeSquared to get on and do the job then learn how to use system effectively.	Deadline for Action No deadline
Financial Implications £630 to install	Equalities Impact To enable councillors with limited IT skills to access necessary files and information.

25/159 NEIGHBOURHOOD DEVELOPMENT ORDER

Cllr. Wheeldon led the discussion on what was being proposed by the Church Commissioners and believed that the parish council needed sight of the brochure being produced for the market-testing exercise and in order to ensure that matters such as the entrance from the bypass were included in it. A response would be submitted to the Church Commissioners making this request.

Power Used Localism Act 2011, Schedule 9	Risks Assessed Failure to progress NDO No Community Hall provided
Resulting Tasks & Owner Clerk – to continue communication	Deadline for Action 14 May 2025
Financial Implications Budget in NDO Reserve	Equalities Impact Lack of provision of suitable meeting place

25/160 ROSPA REPORT 2025 & OVERHANGING TREES

The matters arising from the report had been outlined in the village maintenance report above, minute 25/156 and these would be undertaken or organised by Cllr. Muir.

Power Used Open Spaces Act 1906	Risks Assessed Village becoming unkempt and overgrown with no planting
Resulting Tasks & Owner Cllr. Muir – continue inspections and maintenance of village.	Deadline for Action 14 May 2025
Financial Implications None	Equalities Impact To ensure that field and equipment are available for all people to enjoy.



25/161 HOME FARM - TRAFFIC REGULATION ORDER (TRO)

The responsible highways team had confirmed that this TRO was due to be advertised at the end of April 2025 ready for implementation once this had been achieved.

Cllr. Hales expressed concerned about an electric pole that had been erected next to the building which she did not remember being on the plans. Enquiries would be made once a photograph of the equipment was taken.

Power Used Town & Country Planning Act 1990	Risks Assessed No replacement zipwire being provided and need for safety when it is installed.
Resulting Tasks & Owner Clerk, Cllrs. Muir & Wheeldon – to contact Fawns to arrange site visit.	Deadline for Action No deadline
Financial Implications £13,235 capital costs.	Equalities Impact The work enables accessibility to all

25/162 GROUNDS MAINTENANCE CONTRACT RENEWAL

A quotation received from Countryside Grounds Maintenance for the cutting of the playing field for the coming year was considered. The price quoted would mean twelve monthly payments of £108.09 per month excluding VAT compared with the previous £101.75, an increase of 6.2%.

On a proposal by Cllr. Hales, seconded by Cllr. Wheeldon, it was **Resolved** to accept that quotation for the coming year.

Power Used Open Spaces Act 1906	Risks Assessed Village becoming unkempt and overgrown with no planting
Resulting Tasks & Owner Clerk – notify Countryside of acceptance of quotation	Deadline for Action 14 May 2025
Financial Implications £1,297 for the year.	Equalities Impact This work enables accessibility to all

25/163 USE OF EVENT INCOME FOR A LIBRARY BOX

The details of this were discussed in the public session above.

On a proposal by Cllr. Hales, seconded by Cllr. Collier, it was **Resolved** to get the Library Box made and installed, using the Events Reserve balance to fund it.

Power Used General Power of Competence	Risks Assessed Vandal & Environmental Damage
Resulting Tasks & Owner Cllrs. Muir & Wheeldon to arrange construction	Deadline for Action 14 May 2025
Financial Implications £506 available for provision	Equalities Impact This potentially enables accessibility to all



	readers of all ages.
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25/164 BANK RECONCILIATION & RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

The 31st March 2025 Bank Reconciliation statement and the attached statement of Receipts and Payments compared to Budgets for the period from 1st April 2024 to 31st March 2025 were **Approved**.

25/165 2024/2025 CLYST HONITON PARISH COUNCIL FINAL ACCOUNTS

On a proposal by Cllr. Hales, seconded by Cllr. Wheeldon, it was **Resolved** to adopt the 2024/2025 Final Accounts.

Power Used Accounts & Audit Regulations 2015	Risks Assessed Non-compliance with statutory obligations
Resulting Tasks & Owner Clerk – to publish the accounts	Deadline for Action 30 June 2025
Financial Implications None	Equalities Impact None

25/166 RESERVES AT 31 MARCH 2025

On a proposal by Cllr. Hales, seconded by Cllr. Wheeldon, it was **Resolved** to adopt the 2024/2025 statement of Reserves.

Power Used Accounts & Audit Regulations 2015	Risks Assessed Non compliance and not knowing clearly what the financial position is.
Resulting Tasks & Owner Clerk – to publish accounts	Deadline for Action No deadline
Financial Implications None	Equalities Impact None

25/167 2024/2025 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN – EXEMPT

On a proposal by Cllr. Collier, seconded by Cllr. Wheeldon, it was **Resolved** to

- Adopt the 2024/2025 Exemption Certificate from an external audit on the basis that neither the total receipts nor total repayments for 2024/2025 exceeded £25,000. The chairman signed the form.
- Adopt the Annual Governance Statement for forwarding to the Internal Auditor.
- Adopt the Accounting Statements for 2024/2025 for forwarding to the Internal Auditor.

Power Used Accounts & Audit Regulations 2015	Risks Assessed Non-compliance – audit charge if not submitted in time.
Resulting Tasks & Owner Clerk – to submit accordingly	Deadline for Action 30 June 2025
Financial Implications £210 audit fee	Equalities Impact None



25/168 RECEIPTS & PAYMENTS SCHEDULE

On a proposal by Cllr. Wheeldon, seconded by Cllr. Hales, it was **Resolved** to approve the payment of the invoices on the schedule below:

PAYMENTS

Payment to	Services	Month or Reference	Amount £	Payment No.
2024/2025				
Amazon	Stationery		23.35	Card
MNR Mowers	Two-Stroke Fuel		73.51	2425-32
MNR Mowers	Strimmer Service		212.16	2425-33
Playsafety	ROSPA Inspection		115.20	2425-33
2025/2026				
RJ Martin	Salary	Apr 2025	838.28	2526-02
HMRC	Tax Deduction	Apr 2025	238.73	2526-02
HMRC	NI	Apr 2025	91.00	2526-02
DCC Pensions	Retainer Payment	Apr 2025	7.77	DD
Amazon	Boat Paint	Cllr. Muir	26.29	Card
Countrywide GM	Grass Cutting	Mar 2025	122.10	2526-01
DALC	Subscription		141.44	2526-01
SLCC	Subscription	Shared	300.00	MEM253619-1
Simon A Martin	Payroll	Apr 2025	8.00	DD
Simon A Martin	Payroll	Year-end	24.00	DD
ICO	Annual Charge		47.00	DD
Adobe	Adobe Professional	Apr 2025	19.97	Card
Sean Wheeldon	Cartridges	Chatter	15.00	2526-03
Black Horse	Room Hire	9 April 2025	20.40	Card

RECEIPTS

Receipt from	Services	Amount £	Method
2024/2025			
East Devon DC	Precept	9,000.00	BC
Lapford Parish Council	Share of SLCC Subscription	81.00	Invoice
Chawleigh PC	Share of SLCC Subscription	54.00	Invoice
Rackenford PC	Share of SLCC Subscription	46.00	Invoice
HMRC	VAT Refund	430.21	BC

Power Used Local Government Act 1972, Section 151	Risks Assessed Making incorrect payments
Resulting Tasks & Owner Clerk – apply appropriate Internal Control	Deadline for Action Ongoing
Financial Implications Bank Balances £57,000	Equalities Impact None



25/169 COUNCILLOR REPORTS

Cllr. Wheeldon reported on the Clyst Chatter position. He had purchased at a cost of £15 toners for his personal printer on which he had printed the last magazine, which could be funded from the Chatter Reserve. He was prepared to continue producing the Chatter on this basis for the near future at least.

Cllr. Collier reported as parish councillor representative on the Airport Liaison Committee of which he is the chair, that it was becoming difficult to get enough people to attend with meetings constantly being put off.

25/170 DATE OF NEXT MEETING

The next scheduled meeting is the Annual Council Meeting on **Wednesday 14 May 2025** and will be held in the Black Horse meeting room starting after the Annual Parish Elector's Meeting closes.

The **Annual Parish Elector's Meeting** will be held in the Black Horse Inn meeting room on **Wednesday 14 May 2025** starting at 6.30pm.

25/171 PARISH COUNCIL MEETING CLOSURE

The meeting was closed at 8.50pm

Signed:.....

Date:.....

