Clyst Honiton Parish Council

There was a meeting of Clyst Honiton Parish Council on Wednesday 21st October 2026 at 7.00pm held in the Black Horse Inn Meeting Room

Members Present: Parish Councillors Sean Wheeldon (Chairman); Mike Muir; Grant Harrison; Chris Jenkins.

Also Present: District Cllr. Eleanor Rylance; Prospective Cooptees Oliver Boatwright and Chloe Staddon.

In attendance: Rob Martin, Clerk

No members of the general public.

MINUTES

Minute No.	Subject
PUBLIC SESSION No members of the public were present. District Cllr. Rylance believed that having just five councillors was not sufficient, particularly with the effect that Marlcombe would have. The clerk would investigate the possibility of increasing the number of available positions from 5 to 7. The layby next to the storage area was still being used as a dumping ground for fly tipping and human waste with a consequential impact on the StreetScene team at EDDC. Cllr. Rylance would contact the team and discuss ways of improving this although it was understood that the layby was formerly a weighbridge owned by DCC. The parish council had previously brought this issue up with EDDC and DCC and suggested possible improvements, such as installing a height barrier, but to no avail.	
27/060	**APOLOGIES** Apologies for absence had been received from County Cllr. Paula Fernley.
27/061	**DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)** There were no declarations of interest in items on the agenda
27/062	**MINUTES** On a proposal by Cllr. Harrison, seconded by Cllr. Muir, it was **Resolved** to approve, as a correct record, the minutes of the Parish Council meeting held on 16th September 2026.
27/063	**COUNCILLOR COOPTION** On a proposal by Cllr. Wheeldon, seconded by Cllr. Muir, it was **Resolved** to • Coopt Chloe Staddon as a new councillor, and. • Appoint Oliver Boatwright as an additional cooptee with voting powers other than on financial matters.

27/064 **CLERK'S REPORT & CORRESPONDENCE**

The clerk reported as follows:

- The 6-month investment of £30,000 matured on 19th September 2026 paying interest of £308.52. A further sum of £20,000 was re-invested with Lloyds Bank for 6 months with an expected maturity payment of £218.91 on 17th March 2027.
- The Community Facility planning application had been validated and was currently live on the MDDC planning website.
- The revised bank signatories were now live and the rules for payments were to be considered at this meeting.
- When answering an email sent to the Parish Councillors group, respondents should indicate who they are as it is not clear without this who they are.
- Amazon had applied for a licence in order to be able to deliver alcoholic drinks from their Clyst Honiton depot. This is for information unless there are specific concerns about its effect on safety. The parish council had no comments on this.
- The VAT claim for the period from 1st April 2026 to 3oth September 2026 had been submitted and paid, in the sum of £537.29.
- A website enquiry had been received from Carol Peters asking whether the parish council could contact Lidl and Amazon to request that they stop using Old London Road rather than the Clyst Honiton bypass when coming from their depots.
- Emily Parker of Lidl wanted to meet with the parish council to discuss its plans for a foodstore and leisure facility development. The parish council would invite her to the next meeting for this and to deal with the subjects of the delivery route and parking in the layby as well as the planning proposals.
- Notification had been received from EDDC of the need to put forward parish council projects which could be financed by Community Infrastructure Levy (CIL), for which the Community Facility would be an ideal fit. Bids could be put in between 2 November 2026 and 31 January 2027.
- An email had been received from Dummer Parish Council in Hampshire regarding the effects of having delivery warehouses in the parish. The chairman undertook to respond with the Clyst Honiton experience.

27/065 **PLANNING ITEMS**

Reference	Location	Proposal
26/1843/OUT	Playing Field, Clyst Honiton, EX5	Outline application for the construction of a modular building as a community meeting facility in Clyst Honiton Playing Field with all matters reserved. **Decision:** as the applicant the parish council **fully supported** 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

27/066	**PLANNING LEGISLATION CHANGES** An outline of the position of the parish council had been requested following the recent legislative changes to planning legislation. • A new National Planning Policy Framework (NPPF) was introduced in August 2026 • Attached training screens provided by Angharad Williams formerly Planning Manager at MDDC on effects of the Planning & Infrastructure Bill 2026, mainly resulting in: • A defined scheme of delegation to be applied to Planning Committees with: Faster approvals New mandatory and higher housing numbers More delegation to officers No district councillor call-ins Fewer applications being taken to Development Control/Planning Committee • Changes in the BNG requirements • Significant streamlining of the Appeals process In answer to the direct question of how these changes would affect the parish council responding to applications, it was noted that there would be little change. In the past district councillors could be asked by parish councils to 'call-in' and application which would mean that it would have to be considered by the committee and not just be decided by officers. This was all part of the government's policy of speeding up planning approvals in order to hit new house-building targets. District Cllr. Rylance explained that EDDC we looking to change its constitution to ensure that planning officers still consult senior councillors on applications going forward to ensure some degree of control was retained and this would be introduced from December 2026.

Power Used Planning Act 2026 Town & Country Planning Act 1990; Localism Act 2011	**Risks Assessed** Unsuitable development taking place
Resulting Tasks & Owner Clerk keeping up to date	**Deadline for Action** Ongonig
Financial Implications None	**Equalities Impact** None

27/067	**DATA AUDIT** On a proposal by Cllr. Muir, seconded by Cllr. Harrison, it was **Resolved** to adopt the circulated data audit document.

Power Used General Data Protection Regulations 2018	**Risks Assessed** Retention of unnecessary data Incorrect use of personal data held
Resulting Tasks & Owner Clerk – To manage data holdings	**Deadline for Action** Ongoing
Financial Implications Potential fine from ICO	**Equalities Impact** All data to be held for a particular purpose only for every person involved.

27/068	**NO-MOW MAY** A request by a resident had been received to consider following a no-mow May for the playing field. There were a number of matters to be considered with some sympathy for the principle

	of encouraging wildlife being supported being offset by the practical and contractual complications of not cutting grass in one of the fastest growing months of the year. This would be considered further at a future meeting.

Power Used Open Spaces Act 1906	**Risks Assessed** Playing field becoming dangerous if mowing not done
Resulting Tasks & Owner Clerk to put on agenda	**Deadline for Action** 18th November 2026
Financial Implications No additional cost	**Equalities Impact** CHPC has responsibility to all of the community, including those who are less able.

27/069	**PAVILION (26/1843/OUT)** With the closing date of 30th October 2026, there had been no public responses to the planning application. Responses had been published for 4 statutory consultees, as follows: • **Clyst Honiton Parish Council** – the council fully supported the application. • **EDDC Conservation Team** – believed that the building would affect the setting of the Grade 2 listed church with the suggestion that this would be improved with siting the new building further into the playing field. They wanted to be sure that the design, materials and colour of the building would not detract from the church. • **EDDC Environmental Health** – just laid down hours of construction limits because the proposal was close to residents • **South West Water** – have a standard set of requirements for water reuse and collection and a hierarchy of surface water disposal mechanisms. These matters would be dealt with in conversation with the planners but would mostly be dealt with should a detailed application be made in the future.

Power Used Open Spaces Act 1906 Local Government Miscellaneous Provisions Act 1976	**Risks Assessed** Planning permission not given
Resulting Tasks & Owner Clerk – To remain in contact with EDDC Planners and respond accordingly	**Deadline for Action** As and when planners determine
Financial Implications None	**Equalities Impact** The site and building to be fully accessible

27/070	**PLAY EQUIPMENT** Cllr. Jenkins outlined his correspondence with Creative Play about the roundabout installation failure requesting a timescale and a plan of action. An invoice had been received, but Cllr. Jenkins had requested and received a credit note because the equipment would not be paid for until it was safely installed and inspected.

Power Used Open Spaces Act 1906 Local Government Miscellaneous Provisions Act 1976	**Risks Assessed** Equipment remains unusable
Resulting Tasks & Owner Cllr. Jenkins to liaise with Creative Play	**Deadline for Action** 31st October 2026
Financial Implications £12,932 when equipment installed properly	**Equalities Impact** The new equipment provides an accessible play option.

27/071	**EXETER INN** The current position relating to the status of the outstanding planning application for the former Exeter Inn site was that EDDC planners were waiting for a valid Flood Risk Assessment to be provided. This had been requested some time ago and until its receipt the application would remain dormant. Concerns were expressed that the site, in particular the rotten wooden decking area was dangerous and EDDC should do something to enforce it being kept safe. It was however still the responsibility of the owner to make things safe with the District Council's powers being limited to Section 77 of the Building Act 1994 to enforce a demolition if matters became really bad. The decking had not been removed and was therefore a source of rats and danger as it adjoins the pavement. This needed to be removed as a matter of urgency, either by the owner or East Devon District Council.

Power Used Town & Country Planning Act 1990; Localism Act 2011	**Risks Assessed** None
Resulting Tasks & Owner Clerk – Liaise with EDDC	**Deadline for Action** As and when answers are received
Financial Implications None	**Equalities Impact** None

27/072	**LAYBY** Further to the earlier conversation with Cllr. Rylance StreetScene would be requested to attend to the fly tipping. Enquiries would be made once again with County Highways regarding potential remedial action for the site to attempt to draw up an action plan involving all three tiers of local government to solve a problem that was not going away otherwise.

Power Used	**Risks Assessed** Danger to public health
Resulting Tasks & Owner Clerk & Chairman – liaise with EDDC & DCC	**Deadline for Action** 18th November 2026
Financial Implications None	**Equalities Impact** None

27/073	**HOME FARM** The barriers at the end of the village were still not complete, with the Clyst Honiton sign needing to be replaced and the parish council planter having been destroyed by the contractors doing the work. The chairman had written to county councillors requesting that the sign and planter be reinstated. It was agreed that the sign should be next to the barrier on the village side, as putting it next to the roundabout would cause confusion about access to the village.

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

27/074 **2027-2028 BUDGET, PRECEPT AND RESERVES**

a) A draft budget analysis for the upcoming year had been circulated in order for the council to give guidance on what changes will be necessary before a precept can be decided upon.

b) The main outcomes of this analysis were that, assuming the precept stays at £18,000 for next year, there would be a reduction in **General Reserve** of around £1,700 for the current year, but that the 2027/2028 reduction would take a further £3,000+.

c) This would leave the **General Reserve** at around £10,000 just above the benchmark minimum of 50% of the year's precept. The overall situation is that the total budgeted expenditure of £21,000 (including £15,000 for the clerk) would not be met by the current precept of £18,000, implying that the clerk hours paid for would need to be reduced further.

d) Reducing the clerk's hours at a time when the planning impact of Marlcombe came along was not satisfactory, so it was agreed that further supporting finance would be sought from EDDC as was in place at the time of the development of Cranbrook.

e) On a proposal by Cllr. Wheeldon, seconded by Cllr. Muir it was **Resolved** to agree the following changes to reserves policy. To delete the former NP/NDO Reserve, designating it to become the new **Community Facility Reserve** and establish a new **Repairs & Renewals Reserve** designed to accumulate funds for unscheduled repairs to parish council assets, an initial £1,000 is included for 2027/2028.

f) The analysis of the reserves following the effects of this draft budget are shown in this table:

CLYST HONITON PARISH COUNCIL
ANALYSIS OF PROJECTED MOVEMENTS IN RESERVES
2027-28 Draft Budget

	01/04/2026 Balance £	31/03/2027 Balance £	31/03/2028 Balance £
General Reserve	**14,868.33**	**13,114.33**	**10,238.61**
Earmarked Reserves			
Parish Field & Play Equipment	14,235.28	1,303.28	-
NP/NDO Reserve	23,664.07	-	-
Community Facility Reserve	-	21,181.57	21,181.57
Community Association Reserve	8,587.41	8,630.41	8,670.41
Election Costs	2,000.00	2,000.00	-
Clyst Chatter Fund	598.00	567.00	567.00
Events Reserve	106.00	106.00	106.00
Repairs & Renewals Reserve	-	-	1,000.00
TOTAL IN RESERVES	**64,059.09**	**46,902.59**	**41,763.59**

Power Used	**Risks Assessed**
Local Government Act 1972	Not being able to set a precept for the year beginning 1st April 2027
Resulting Tasks & Owner	**Deadline for Action**

Clerk – ensure that a budget and precept is agreed and send notification to EDDC by the notified deadline.	January 2027
Financial Implications Not having sufficient resources for the coming financial year	**Equalities Impact** Nothing particular

27/075	**PLAYING FIELD TRUST** The matter of setting up the proposed playing field charitable trust (CIO) would probably take a meeting on its own. Given the current situation regarding the potential community facility on the playing field, it was decided to hold this off for the time being.

Power Used Open Spaces Act 1906 Charity Acts	**Risks Assessed** Community loss of playing field
Resulting Tasks & Owner Clerk – set the filed up in trust under the Fields in Trust registration mechanism	**Deadline for Action** 18 December 2026
Financial Implications Unknown legal fees to set up trust	**Equalities Impact** Users of the playing field and its equipment would lose an important facility for people of all abilities

27/076	**VILLAGE MAINTENANCE** Cllr. Muir reported that: • He had carried out the usual weekly visual inspection of the play equipment and all was fine. • He had strimmed the grass on the front of the Duke of York car park, the bus stop and the wishing well. • He was awaiting a quote of £1,500 for the repair of the platform. Cllr. Harrison had supplied a quote from his son which would be revised before agreement was given. It was **agreed** that this would be received and acted upon by the Clerk, in consultation with the chairman as the need was urgent on safety grounds. • A farmer had removed the brambles opposite the entrance to St Michaels Hill. • His 'to do' list was to stain the wishing well and trellis on the wall of the car park and to paint the 2 boat planters.

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. Contractors contacted to discuss repair.	**Deadline for Action** 18th November 2026
Financial Implications Cost of contractor.	**Equalities Impact** CHPC has responsibility to all of the community, including those who are less able.

27/077	**PAYMENT AUTHORISATION** On a proposal by Cllr. Harrison, seconded by Cllr. Muir it was **Resolved** that the online payment authorisation process would be for **one** of the two online signatories to authorise

	payments once they had been set up by the clerk.

Power Used Local Government Act 1972	**Risks Assessed** Not making correct payments
Resulting Tasks & Owner Clerk, Cllrs. Wheeldon and Jenkins – ensure payments are made correctly	**Deadline for Action** Ongoing
Financial Implications All funds if payments not checked	**Equalities Impact** Nothing particular

27/078	**EFFECTIVENESS OF INTERNAL AUDIT** On a proposal by Cllr. Wheeldon, seconded by Cllr. Harrison, it was **Resolved** to adopt the circulated report on the effectiveness of the Internal Auditor and confirm the continuation of the contract.

Power Used Accounts and Audit Regulations 2015 Smaller Authorities Practitioners' Guide 2025	**Risks Assessed** No risks identified.
Resulting Tasks & Owner None	**Deadline for Action**
Financial Implications Nothing	**Equalities Impact** Nothing particular

27/079	**BANK RECONCILIATION** To the Bank Reconciliation for 30th September 2026 was **noted**.
27/080	**RECEIPTS & PAYMENTS COMPARED WITH BUDGET** The statement of receipts and payments compared with budget for the period between 1st April and 30th September 2026 was **noted**.
27/081	**RECEIPTS & PAYMENTS SCHEDULE** On a proposal by Cllr. Harrison, seconded by Cllr. Wheeldon it was **Resolved** to approve the payment of the invoices on the schedule below for the period since the last meeting:

RECEIPTS

Receipt from	Services	Amount £	Method
2026/2027			
East Devon DC	Precept	9,000.00	BGC
Lloyds Bank	Interest – PC Instant Access	17.13	BGC
Lloyds Bank	Interest – CA Instant Access	6.94	BGC
HMRC	VAT Refund	537.92	BGC

PAYMENTS

Payment to	Services	Month or Reference	Amount £	Payment No.
2026/2027				
Countrywide GM	Grass Cutting	Sept 2026	134.45	2627-18
RJ Martin	Salary	Oct 2026	892.16	2627-18

HMRC	Tax Deduction	Oct 2026	216.40	2627-18
HMRC	NI	Oct 2026	99.83	2627-18
The Black Horse	Room Hire	16 Sept 2026	9.40	Card
Adobe	Adobe Professional	Oct 2026	19.97	Card
Simon A Martin	Payroll Services	Oct 2026	8.00	DD

Power Used Local Government Act 1972	**Risks Assessed** Not making payment of amounts due
Resulting Tasks & Owner Clerk – ensure payments are made	**Deadline for Action** asap
Financial Implications Each payment has a budget	**Equalities Impact** Nothing particular

27/082	**COUNCILLOR REPORTS** Cllr. Muir wanted to be sure that the siting of the pavilion and its construction was agreed properly by the parish council. It was made clear that the planning application details could and probably would differ from any final project which would all come forward for separate approval. Nothing was set in stone currently. The replacement of goalposts on the playing field might attract Sport England Movement Fund grant so Cllr. Muir would look at what would be best and a claim would be submitted accordingly. Cllr. Harrison read some data on the South West Water (SWW) sewage discharges into the River Clyst from the pumping station during December 2025. These had been for significant periods of more than 24 hours on several occasions. Representations would be made to SWW highlighting the effect on Clyst Honiton and questioning what was going to be done about in the future.
27/083	**DATE OF NEXT MEETING** The next scheduled meeting (AGM) is on **Wednesday 18th November 2026** and will be held in the Black Horse meeting room starting at 7pm
27/084	**PARISH COUNCIL MEETING CLOSURE** The meeting was closed at 9.02pm