

# Chudleigh Town Council

# **Meeting Of Full Council**

# Monday 2 October 2023: 7pm:

## Public Participation:

* A member of the public read out a statement (see appendix 1) expressing concern about the adequacy of the bus services linking Chudleigh with Exeter and Newton Abbot. They advised that services to Exeter were frequently delayed or cancelled. This was particularly impacting on Exeter College students who were frequently getting to the college late. Another speaker spoke of the difficulty getting back to Chudleigh if they were working late shifts in Exeter. It was also pointed out that the last bus to Newton Abbot left Chudleigh at 5.20pm. Councillors shared these concerns and the Clerk was asked to include the issue as an agenda item at November full council. (Action point 1)

## In attendance:

* Councillors Webb (Chair), Fuller, Lillington, McCormick, Bowling, Hares, Sherwood, Mathews, Powell and Riley. Also in attendance John Carlton (The Clerk), County Councillor Brook, District Councillor Sanders and four members of the public.

## Apologies:

* Councillors Hadley and Bayley. District Councillor Keeling.

## Declaration of members’ interests:

* None.

## Confirmation of Part 1 and 2 of the meeting:

* The Chair advised that there would be a part 2.

## District Councillors report:

* Councillor Sanders reported that the existing refuse fleet was to be replaced. The smaller trucks would be replaced by electric vehicles. However, the larger lorries would still need to be diesel due to the terrain they needed to traverse.
* Due to a reduction of £4 million in central government funding car parking and commercial refuse collection charges would be increased with effect from November.
* She reported that the Overview and Scrutiny committee were reviewing parking services and this would include consideration of whether camper vans would continue to be excluded from TDC car parks.

## County Councillor’s report;

* County Councillor Brook said that he had been made aware of concerns about Stagecoach’s bus service to Exeter by both Chudleigh and Chudleigh Knighton residents. He had passed these on to the Portfolio Holder for transport who was discussing it with Stagecoach. He invited residents to pass on any other concerns to him. He was asked about the possibilities of DCC subsidising additional services but explained that the County Council only subsidised very rural services where there was no possibility of the route being self-supporting.
* He noted the Council’s desire to introduce parking restrictions on Parade and said he would support the case when it was presented to HATOC.
* Councillor Brook reported that he had backed the cabinet decision to cease to fund the mobile library service due to its rising costs and diminishing clientele. He added that alternative ways to deliver a similar service were being explored.

## Mayor’s report and any urgent matters brought forward.

* The Mayor reported that several parishioners had praised the appearance of the rebuilt wall on Station Hill.

## Ratification of the minutes of the Full Council meeting of 4 September 2023:

* Agreed as a true record. Proposed by Councillor Lillington. Seconded by Councillor McCormick.

## Review of action points from 4 September 2023 Full Council meeting:

|  |  |  |
| --- | --- | --- |
| Action point No | Action required | Update |
| 1 | Application 23/01071/FUL: 5 Clifford Street: Advise the LPA that the Town Council objects to the application. | Completed |
| 2 | Application 23/01483/FUL: Land west of Rattycombe Farm: Advise the LPA that the Town Council has no objections to the proposal. | Completed |
| 3 | Arrange for reduction of sycamore and hedge at Culver Green | The works were completed on 25 September. |
| 4 | Arrange for renewal of featheredge fencing at The Gardens play park. | A neighbouring property claim that the fence was on their land so decisions on how to progress will need to be postponed. |
| 5 | Advise Youth Centre that Councillors Hares and Webb will be the new liaison councillors. | Completed. |
| 6 | Organise date for meeting of the strategic planning working group. | Councillor McCormick advised that the first meeting of the group would be on 4 October. |
| 7 | Arrange date for the Annual Town Meeting task and finish group to meet. | Councillor McCormick advised that he would circulate a date in due course. |
| 8 | Discuss details of how best to organise the Citizen of the year award in 2024 at October full council. | On the agenda at item 18. |
| 9 | Chudleigh Wild’s desire to have a display board on the Town Hall to be an agenda item at October full council. | To be carried forward to November full council. **(Action point 2)** |
| 10 | Arrange for weed spraying of residential streets within the 30mph speed limit. | The Clerk reported that he was awaiting a date from South West Grounds Maintenance**.** |
| 11 | Produce consultation document for households to comment on the proposal to place an additional street light to illuminate the steps linking The Gardens with Great Hill. | Councillor Hares has received a draft copy. |
| 12 | Advise resident that their request for the provision of a zebra crossing at the junction between Parade and Oldway was not achievable. | Completed. |
| 13 | Advise resident that DCC Highways will not provide speed bumps or additional 30mph signage on Station Hill. | Completed |
| 14 | Advise parishioner that the council does not consider there would be value in holding an open meeting to discuss ASB | Completed |
| 15 | Ask Complete Estate Agents to write an article on their services for the website and Phoenix. | The article was forthcoming but proved to be no more than advertising copy so was not published. |

## Ratification of the minutes of the Town Hall & Finance committee meeting of 12 September 2023.

* Agreed as a true record. Proposed by Councillor Lillington and seconded by Councillor Sherwood..

## Ratification of the minutes of the Environment committee meetings of 26 September 2023.

* Agreed as a true record. Proposed by Councillor McCormick and seconded by Councillor Hares.

## Feedback from meeting with the LPA regarding CH2 and consideration of the best way to provide enhanced sporting facilities.

* Councillor McCormick reported on a Zoom meeting with the planning officer dealing with the CH2 application. The meeting had been attended by several Town Councillors and the two District Councillors. The purpose had been to consider the best way forward with regards to the enhancement of the town’s sports facilities which the developer would be required to deliver as a condition of any consent granted. The current proposal was to deliver a “kick about” football pitch on one of the amenity use fields on CH2. However, there was concern amongst councillors that such a facility would be little used and was in the wrong place in that it was isolated from the residential development. There was interest amongst councillors in exploring the potential to deliver an indoor multi-sport facility, perhaps on the employment land on CH6. In that instance the CH2 developer would be asked to provide a cash contribution rather than delivering physical sports facilities. District Councillor Sanders thought it unlikely that the CH6 land would be an option as the Town Council would need to own the land for that to be acceptable to the LPA.

## Acceptance of external audit report.

* Unanimously agreed having been proposed by Councillor Sherwood and seconded by Councillor Lillington.

## Business Liaison Councillor’s report:

* Councillor Mathews reported that the working group had met twice and were starting to formulate a local business directory. The next meeting of the group was scheduled for 3 October.

## Planning application 23/00875/FUL to construct a small extension to the rear of the Town Hall. Are councillors content for a new slate roof to be added?

* Councillors noted that the Listed Building Officer was seeking a revision of the planning application to provide a slate roof on the extension. They were content for this change to be made. **(Action point 3)**

## Preparation for Remembrance Sunday:

* The Clerk was asked to confirm that Nick Walter would be undertaking his normal organisational role regarding the church service, the parade and wreath laying. **(Action point 4)** The Clerk confirmed that a new union flag had been ordered and would be delivered prior to Remembrance Sunday.

## Citizen of the year award 2024:

* The Clerk was asked to advertise for nominations in the new year. **(Action point 5)**

## Request from Chudleigh Wild to mount a display board on the Town Hall on the elevation facing the Co-op.

* The Clerk advised that Chudleigh Wild were not in a position to present their proposal to Council at the present time. It was agreed to carry forward to the November meeting.

## Selection of bus shelter design and contractor for the new shelter on Station Hill.

* After brief discussion councillors agreed that the four bay shelter from Ace Shelters was their preferred choice. It was noted that they had provided the shelter at Town Mills. The Clerk advised that a contractor would be meeting James Bushell on site regarding the provision of a concrete base for the shelter.

## Consideration of request for parking restrictions on Parade.

* The Mayor provided details of his thoughts on introducing parking restrictions across the three double driveways on Parade. This would provide passing places to assist the flow of traffic. It was agreed that the Clerk should seek feedback from the six dwellings that would be impacted. **(Action point 6)**

## Highways issues

1. Station Hill VAS: The map provided by DCC with the wayleave document showed the pole in a different position than that agreed with the householder. Understandably, the householder is not prepared to sign the wayleave until this is corrected. The Clerk advised that he had written to the Highways team three times seeking a revised map but had yet to receive a response. **(Action point 7)**
2. Illumination of the steps linking Great Hill with The Gardens: The DCC Street Lighting team have advised which households they would wish us to consult. The Clerk has drafted a consultation letter to allow Councillor Hares to consult the households impacted.
3. The Clerk was advised that a Lears Lane resident had been leafleting vehicles parking on the large verge telling them that they were illegally parked. The leaflets bore the Town Council crest. The Clerk advised that he had not given consent for the use of the crest.
4. The Clerk advised councillors that DCC would only refill grit bins if they were informed that they were empty. Consequently, he had arranged for Adrian to inspect all the grit bins in the parish and reported five as being close to empty.

## Correspondence:

* None.

## Clerk’s report.

1. The Clerk reminded councillors that there was a Zoom meeting on 11 October with a play park consultant who might be of assistance with the tendering and procurement process for the refurbishing of the play park at Millstream Meadow.
2. Councillors Webb and McCormick would be attending the DALC event on 12 October which was aimed at improving the relationship between the District Council and towns and parishes.
3. The Clerk had received a request from David Inman, the organiser of the Rural Market Towns Group, to attend a council meeting to sell the benefits of membership of the group. Councillors asked the Clerk to decline the invitation. **(Action point 8)**
4. The Clerk asked councillors to submit any proposed expenditure items for inclusion in the draft budget for 2024/25 by 31/10/23.

## Ratification of the Council’s media policy.

* Unanimously agreed. Proposed by Councillor McCormick and seconded by Councillor Lillington.

## Ratification of the protocol for the filming and recording of meetings.

* Unanimously agreed. Proposed by Councillor Sherwood and seconded by Councillor Lillington.

## The Town Council supports the Chudleigh Fair Trade steering group in its endeavour to renew the registration of Chudleigh as a Fair Trade town. The Council will directly support the Fair Trade scheme by serving Fair Trade products at meetings/functions and encouraging Town Hall users to use Fair Trade products where possible.

* Councillors noted that it was a requirement of the registration process that the local council expresses support. Consequently, councillors were content to give that support. Proposed by Councillor Lillington and seconded by Councillor Sherwood. **(Action point 9)**

## Finance Report and approval of expenditure items from 1 September to 30 September 2023:

* Councillors received the finance report. See appendix 2. Councillors unanimously authorised the payments made during the months of September. See appendix 3. Proposed by Councillor Lillington and seconded by Councillor Hares.

## Approval of bank reconciliations on the three accounts covering the period 1 August to 31 August 2023.

* Unanimously agreed. Proposed by Councillor Lillington and seconded by Councillor McCormick. The reconciliations were then signed by Councillor Lillington.

## Reports from committees:

### Environment committee:

* Councillor Fuller reported receiving a complaint from a Beechwood resident saying that raw sewage was coming up through manhole covers in Moorview and Beechwood during periods of heavy rain. He had asked the complainant to provide full details so as to allow the Council to take forward the issue with SWW. District Councillor Sanders reported that she was meeting with the TDC tree officer to discuss the recent fellings at Palace Meadow.

### Town Hall & Finance:

* Councillor Lillington advised that the next meeting was scheduled for 12 December when the committee would consider the budget, the precept for 2024/25, Town Council charges and community grant awards.

### Planning:

* The Clerk advised that the meeting scheduled for 24 October could go ahead as planned as the LPA had agreed to extend the deadline for comments on the application for Stancott.

## Reports from councillors attending other meetings.

* None

Date and time of next meeting: Monday 6 November 2023.

Meeting closed: 8.25pm

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| --- | --- | --- |
| Action point no. | Action required | By whom |
| 1 | Adequacy of bus services to Exeter and Newton Abbot to be included as an agenda item at November full council. | The Clerk |
| 2 | Chudleigh Wild’s desire to have a display board on the Town Hall to be an agenda item at November full council. | The Clerk |
| 3 | Advise planning agent that councillors were content to amend the planning application to include a slate tiled roof. | The Clerk |
| 4 | Confirm that Nick Walter will be organising the church service, parade and wreath laying on Remembrance Sunday. | The Clerk |
| 5 | Advertise for nominations for Citizen of the year in January 2024 | The Clerk |
| 6 | Advise householders of the Council’s proposal for parking restrictions on Parade and seek their feedback. | The Clerk |
| 7 | Continue to seek a revised wayleave map from DCC Highways showing the correct position for the VAS pole. | The Clerk |
| 8 | Advise Rural Market Towns Group that the Town Council has no interest in becoming a member. | The Clerk |
| 9 | Write to Chudleigh Fair Trade steering group expressing support for the renewal of the registration of Chudleigh as a Fair Trade town. | The Clerk |

Signed:

Rick Webb: Chair of Full Council

Monday 6 November 2023

## Appendix 1

We wish to raise our concerns about the limited bus service to and from Exeter City Centre, as well as resident access to Newton Abbot after 5.30pm.   
  
There have been recent changes to the number 39 timetable which have reduced the service into Exeter. This is in addition to the mechanical issues with the vehicles that Stagecoach operate, traffic problems and the inability of drivers to follow routes and stop at all bus stops.  All of these issues are not encouraging people to use the service.   
  
In Teignbridge’s ‘Sustainable Transport’ report (2013)  
  
<https://www.teignbridge.gov.uk/media/2235/heart-of-teignbridge-sustainable-transport-report.pdf>  
  
It states ‘Buses provide journey options for medium to long length trips, and also facilitate components of longer regional and national journeys by linking into rail journeys. Bus access is also important for less mobile residents who find walking and cycling physically challenging.’  
  
Most individuals to journey from Chudleigh to Exeter, walking, cycling and train are not viable options.  
  
In Chudleigh, we have a growing population which includes elderly people, numerous commuters, students and shoppers that need a service that can be relied upon. Despite extensive developments to the town, the public transport service has reduced and certainly not improved. It has been terrible in my 18 years experience, and still is.   
  
Teignbridge council commitment to equality…..  
  
‘Advance equality of opportunities by removing or minimising disadvantage, taking into account people’s disabilities and encouraging participation in public life  
  
Under the Equality Act 2010 there is a duty to advance equality by ‘encouraging participation in public life’ for all protected characteristic groups. There is also a duty to make reasonable adjustments for disabled people so that they can access public services.   
  
The current bus service does not promote equality. Disabled persons that can’t drive do not have a reliable transport connection from Chudleigh to Exeter, they would be unable to take many jobs in Exeter as they would be unable to get there. This is also the case for any other individual that can’t drive for any reason. Where is the equality and accessibility?!     
  
The service is insufficient to serve the needs of the community. For example, the service stops outside the hospital, a huge employer of key workers yet the bus times are not suitable to cover shift times and too unreliable.  The current service is frequently delayed, cancelled, an unsuitably sized bus or broken down.  
It is also the only form of public transport to serve Exeter college students who are having their studies negatively impacted due to the unreliability issues. Some students are required to travel to Sowton Campus and have been frequently late and recognised for late attendance through no fault of their own. This is not only affecting their ability to learn and ultimately their futures, but it is reducing accessibility to learning options to students from Chudleigh and the surrounding area.  
  
Due to the reduction in service, and increase In population, often people are left behind or forced to use cramped busses and standing room only. There have also been a number of occasions when passengers have been sitting in the stairwell. This is of questionable legality and raises huge safety concerns, particularly given the speed and nature of the road. Harcombe bends, Haldon hill and Wobbly Wheel are all accident hotspots.  
  
  
https:devonclimateemergency.org.uk/devon-carbon-plan/  
  
  
Referring to the above document, our current service is not conducive to reducing carbon emissions and Net Zero by 2050. Commuters and shoppers use cars because the bus service is so limited and unreliable, yet for many, parking isn’t an available option either.  
  
An additional quote from:  
  
<https://www.teignbridge.gov.uk/media/2235/heart-of-teignbridge-sustainable-transport-report.pdf>  
  
Benefits of Sustainable Travel  
1.3.1 Providing attractive sustainable options is viewed as essential for facilitating economic growth, reducing carbon dioxide emissions, and contributing to wider improvements in health and quality of life of residents. Providing these options will give individuals choice and flexibility and enable people to choose the most suitable journey options for their circumstances.  
  
Currently the residents of Chudleigh have none of the above. The existing public transport provides no option. In fact, you’re lucky if it gets you there at all and certainly is not conducive to the health and quality of life of the residents of Chudleigh.

## Appendix 2 - Finance Report to Full Council: October 2023

Balances at 30 September 2023.

|  |  |  |
| --- | --- | --- |
| Current account | £26,088.14 |  |
| Deposit Account | £196,841.00 | £140,000 was transferred to a fixed term deposit on 5/6/23. It matures on 26/2/24 with a yield of £3,334.68. The second half of the precept (£85,441.50) was received on 27/9/23 |
| Building maintenance account | £39,228.40 | £6,500m was transferred from the deposit account on 7/6/23 |

Ring-fenced funds included in the deposit account above:-

£143 from DCC for P3 grant (footpaths)

£146,388.54 CIL funds; This follows the receipt of £44,887.25 in CIL funds on 29/4/23. Items funded by CIL in 2023/24 – Junction marking at Bridgelands Bridge (£550), swimming pool grant to CCP (£1,500), Grant for repairs to Youth Centre (£3,214), reglazing of Town Mills bus shelter (£1,600), construction of wall at cemetery (£12,707)

£328 for the Underwood Meadow memorial: Reduced by £672 since last report as the memorial has been paid for. The remainder should be used for a project.

Total: £146,859.54

John Carlton

Town Clerk

## Appendix 3

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date | Cheque No | Payee | Goods/services provided | Out | Deposits | Balance |
|  |  |  |  |  |  | £19,066.91 |
| 16/9/23 | DD | Sage | Accounts package | £33.60 | 0 | £19,033.31 |
| 16/9/23 | DD | Sage | Additional user | £6.00 | 0 | £19,027.31 |
| 9/9/23 | DD | Aviva | Monthly insurance premium | £980.30 | 0 | £18,047.01 |
| 14/9/23 | DD | TDC | Rates | £114.00 | 0 | £17,933.01 |
| 15/9/23 | DD | CompWiz | IT Maintenance contract | £96.00 | 0 | £17,837.01 |
| 2/9/23 | DD | SWW | Water (WR) | £66.47 | 0 | £17,770.54 |
| 2/9/23 | DD | SWW | Water (TH) | £64.50 | 0 | £17,706.04 |
| 14/9/23 | DD | Marsland Nash | Payroll | £51.24 | 0 | £17,654.80 |
| 18/9/23 | DD | Thirsty work | Water cooler | £29.34 | 0 | £17,625.46 |
| 1/9/23 | ACT | Doug Pratt | Tree inspection at Two Oaks | £354.00 | 0 | £17,271.46 |
| 1/9/23 | ACT | Ace Shelters | Retrofitting of toughened glass in Town Mills bus shelter | £1,920.00 | 0 | £15,351.46 |
| 1/9/23 | ACT | Trade UK | Decorating materials | £236.12 | 0 | £15,115.34 |
| 1/9/23 | ACT | Play Inspection Company | Quarterly play park inspections | £686.40 | 0 | £14,428.94 |
| 1/9/23 | ACT | Ark Roofing | Replacing broken roof slates | £150.00 | 0 | £14,278.94 |
| 6/9/23 |  |  | Deposits | 0 | £270.00 | £14,548.94 |
| 7/9/23 | DD | Initial | Sanitary services: 1/9-30/11/23 | £753.66 | 0 | £13,795.28 |
| 8/9/23 | ACT` | Simon Jones | Grass cutting at Millstream Meadow | £190.00 | 0 | £13,605.28 |
| 8/9/23 | ACT | Chudleigh DIY | Miscellaneous DIY | £99.50 | 0 | £13,505.78 |
| 8/9/23 | ACT | PKF Littlejohn | External audit fee | £756.00 | 0 | £12,749.78 |
| 8/9/23 | ACT | Pear Technology | Mapping software support | £288.00 | 0 | £12,461.78 |
| 12/9/23 |  |  | Deposits | 0 | £282.00 | £12,743.78 |
| 12/9/23 |  |  | Deposits | 0 | £93.40 | £12,837.18 |
| 12/9/23 |  |  | Deposits | 0 | £326.00 | £13,163.18 |
| 12/9/23 |  |  | Deposits | 0 | £285.00 | £13,448.18 |
| 13/9/23 | DD | Apogee | Copy charges 11/5 – 13/8/23 | £150.90 | 0 | £13,297.28 |
| 13/9/23 |  |  | Transfer from deposit account |  | £20,000.00 | £33,297.28 |
| 15/9/23 | ACT | Domestic Bliss | Contract cleaning: August | £807.50 | 0 | £32,489.78 |
| 15/9/23 | ACT | Simon Jones | Grass cutting at cemetery | £385.00 | 0 | £32,104.78 |
| 15/9/23 | ACT | Schoolings | Construction of wall at cemetery | £15,248.58 | 0 | £16,856.20 |
| 15/9/23 | ACT | Clive Edgecombe | Window cleaning | £60.00 | 0 | £16,796.20 |
| 22/9/23 | ACT | Jan Williamson | Reimbursement for cancellation of room booking | £50.00 | 0 | £16,746.20 |
| 22/9/23 | ACT | CompWiz | Installation of power supply back-up | £470.40 | 0 | £16,275.80 |
| 23/9/23 | DD | SSE | Gas: August | £128.21 | 0 | £16,147.59 |
| 27/9/23 | ACT | Staff | September salaries | £6,469.43 | 0 | £9,678.16 |
| 27/9/23 |  | TDC | Second half of precept | 0 | £85,441.50 | £95,119.66 |
| 27/9/23 |  |  | Transfer to deposit account | £70,000.00 | 0 | £25,119.66 |
| 27/9/23 |  |  | Deposits | 0 | £555.50 | £25,675.16 |
| 28/9/23 | DD | SSE | Electricity Q2 | £771.40 | 0 | £24,903.76 |
| 29/9/23 | ACT | SW Arb & Fencing | Reduction of sycamore and hedge at Culver | £396.00 | 0 | £24,507.76 |
| 29/9/23 | ACT | Simon Jones | Grass cutting at Culver Green & Two Oaks | £135.00 | 0 | £24,372.76 |