

Winkleigh Parish Council

**Minutes of the Parish Council Meeting
on
Wednesday, 26th February 2025 7.30pm
at
Community Centre, Castle Street, Winkleigh**

Present: Cllr. A Phillips (Chair), Cllr. A Jacobs, Cllr P Odulinski, Cllr. A Keys, Cllr. A Warner and.

In attendance: Two members of the Public
Lucie Moorese (Locum Parish Clerk)

01.02.25	<p>Welcome: The Chairman opened the meeting at 7.30pm and welcomed all in attendance.</p> <p>Apologies for absence were also received from: Cllr. G Goldsworthy, Cllr. B Roth (Vice Chair), Cllr. A Wonnacott and County Cllr Andrew Saywell. District Cllr Simon Newton advised he would be late in attending.</p>
02.02.25	<p>Declarations of Interest: None</p>
03.02.25	<p>The Chair proposed that as District Councillor would be late in attending, the Agenda Item 05.02.25 would be deferred until his arrival, and in the meantime the Meeting would continue. This was agreed by all Councillors.</p>
04.02.25	<p>County Councillors Report – Cllr. Andrew Saywell. This report was received prior to the Meeting and circulated to the Councillors and noted as read.</p>
06.02.25	<p>Police Representative update – Cllr. Andrew Warner advised that he had learned that there is a significant reduction in police presence in the area – possibly from 11 officers down to a much smaller number. He advised that a Freedom of Information request has been submitted to determine the actual required policy strength. It was emphasised that if the Council do not express concern, Police resources may be further reduced. The Councillors expressed their concern about the use of Police resources and also the level of their cover within the area. It was agreed that Cllr Warner would contact County Councillor Andrew Saywell expressing the Parish Council's concerns.</p> <p style="text-align: right;">Action: Cllr A Warner.</p>
07.02.25	<p>Public Participation – A member of the public raised concerns about pedestrian safety, particularly regarding crossing the main road near the Mid-Devon Motors area. They felt that the previous traffic management efforts had focused more on the Sports Centre rather than this dangerous crossing point. They felt that a zebra crossing with traffic calming measures would be of greater benefit rather than their initial thinking speed signs were the solution as they are very concerned about the traffic speed. They also reiterated a previous proposal for a separate crossing (overpass or bridge) from the new development to the Sports Centre.</p>

	<p>Concern was expressed about the visual impact of large "20 mph" markings on the roads in Dolton.</p> <p>The Parish Council acknowledged the lady's concerns and confirmed the issue was on the Agenda. They discussed existing plans for a 'puffin crossing' as part of the Castle Green development, as well as debating the best location for a pedestrian crossing. It was also noted the comments concerning the 20mph road markings and it was felt that these were not suitable for the village. The Parish Council confirmed that they would contact County Cllr Andrew Saywell about the road markings with a view to speaking to the Highways Department.</p>
08.02.25	<p>To receive and approve the Minutes of the Parish Council Meeting held on 22nd January 2025.</p> <p>Cllr A Warner advised that there were two errors on the Minutes circulated under item 13.01.25 "Mention was also made – concerning new build" should be deleted, under item 16.01.25 resumed "completed by" should be "responded to." These amendments were agreed, and the Minutes were duly amended and approved for signing by the Chairman.</p>
09.02.25	<p>Matters arising from the Minutes for the previous Meetings not covered in the agenda.</p> <p>The Locum Clerk advised that the "action" item under Agenda item 07.01.25 under the Minutes of the previous meeting had been attended to by Cllr Goldsworthy and the email list had been reinstated.</p>
10.02.25	<p>Planning</p> <p>(i) To note planning applications, comments, and decisions since the last meeting. To receive a report from the Planning Sub-Committee concerning the following Planning Applications:</p> <p>The following Applications were discussed individually as a result of the report issued by Cllr P Odulinski prior to the Meeting.</p> <p>Application Ref: 1/0066/2025/FUL and 1/0067/2025/LBC Proposal: Refurbishment works to an existing domestic outbuilding currently used as an ancillary studio and storeroom. Location: Chubb Cottages, Lower Town, Winkleigh. <i>Submission of observations extended to: 7th March 2025</i> After a brief discussion, the Parish Council confirmed there were no issues to be raised on this Application and to advise TDC accordingly.</p> <p style="text-align: right;">Action: Locum Clerk</p> <p>Application Ref: 1/0087/2025/FUL Proposal: Erection of 9 holiday cabins with external decking, access bridge, extension to existing internal access road and associated works. (Resubmission of planning application 1/0064/2018/FUL) (Amended Red Edge) (variation of conditions 2 and 4 of planning approval 1/0459/2023/FUL) Location: Orchard Lakes, Winkleigh <i>Submission of observations required by: 2nd March 2025</i> The Councillors discussed this matter at length reinforcing their concerns about continuous occupation and enforcement as well as highlighting previous environmental issues at this location. It was agreed that Cllr Odulinski and the Locum Clerk should prepare a suitable response to prepare a suitable response to the TDC expressing their concerns thereby ensuring that the cabins are for genuine holiday use; prevents strain on local infrastructure (roads, waste disposal, etc.)</p> <p style="text-align: right;">Action: Cllr Odulinski and Locum Clerk</p> <p>Application Ref: 1/0092/2025/FUL Proposal: Erection of first floor rear extension Location: Rostherne, Fore Street, Winkleigh, Devon <i>Submission of observations required by: 3rd March 2025</i></p>

The Councillors expressed their concerns regarding the extension's proposed "box-like" design and flat roof as they are considered inappropriate for the conservation area. It was felt that the application deviates from the Neighbourhood Plan's guidance on using wooden cladding, instead opting for the traditional stone, colour wash render materials, which is typical of the village. It was also highlighted that the design creates a stepped feature where the new extension meets the existing building. It was agreed that the Council does object to the design, giving the above reasons and its negative impact on the conservation area.

It was agreed that a suitable response should be prepared and submitted by the Locum Clerk to the TDC expressing the above concerns.

Action: Locum Clerk

Application Ref: 1/0078/2025/FUL

Proposal: Retrospective change of use of land from agricultural use to storage yard (B8).

Location: Beechlea Industrial Estate, Winkleigh.

Submission of observations required by: 8th March 2025

The Councillors reviewed the report and agreed that after looking and considering the retrospective issues they do not have any objections to this Proposal.

Action: Locum Clerk

(ii) To note planning notices received since the Agenda preparation:

Application Ref: 1/0004/2025/NMAT

Proposal: Non-material amendment to planning approval 1/0346/2017/OUTM (Wording of Condition 21)

Location: Kingsley Plastics Ltd Western Barn Winkleigh Devon EX19 8AP

Discussion centred around the condition requiring landscaping plans before development and it was agreed that as per the suggestions in the Report that full details should be submitted and approved by the Local Planning Authority before any works are carried out.

Application Ref: 1/0106/2025/AGR

Proposed regularisation of existing levels

Land At Grid Reference 262892 108410 Winkleigh Devon:

Cllr Odulinski advised that this application is that a previously rejected proposal to spread soil over a field to improve its quality had been resubmitted with revised wording. It relates to spreading soil from the Great Well development across the field to the west of Torrington Road and to the south of Goodleigh Lane.

The original rejection was based on it being perceived as unauthorised soil disposal rather than true agricultural improvement. The revised proposal argues the field has "wet patches" that would benefit from regrading with new soil.

The Councillors were divided in their decision on this matter, and after further discussion it was agreed that the Parish Council would not submit any comment on this application.

The following was duly noted by the Parish Council.

Decision Notice issued 12th February 2025 granting permission in respect of:

Application Ref: 1/0776/2024/FUL

Proposal: Installation and operation of 2x 250kW (30m to hub and 45m to blade tip) wind turbines (Variation of condition 4 and removal of condition 20 of planning approval 1/0653/2013/FUL) - Extend the operational time & Bat Monitoring (amended description)

Location: Wind Turbine – Grid Reference 262068 110888, Hollocombe, Devon

11.02.25

Finance

The following had been previously circulated to all the Councillors and were presented at the meeting for approval.

	<p>a). Schedule of Payments and Receipts since last Meeting held on 22nd January 2025 was approved and signed.</p> <p>b). Agreed and approved Bank Reconciliation to 31st January 2025.</p> <p>c). Agreed and approved Accounts and Budget update to the period 31st January 2025.</p> <p>It was highlighted that there had been a billing error for a boiler repair for the Sports Hall which had been incorrectly paid by the Parish Hall, and Cllr Warner confirmed that the Sports Hall Committee had agreed to reimburse the Parish Council. The Locum Clerk would coordinate with Cllr Warner regarding repayment and ensure financial procedures are followed correctly.</p> <p style="text-align: right;">Action: Cllr Warner & Locum Clerk</p> <p>12.02.25 To receive Report from Finance and Governance Committee:</p> <ul style="list-style-type: none"> • Update concerning provision of Bank card. Cllr Jacobs confirmed that this matter was in progress. <p>b) Defibrillators – Agreement term 4 years and costings for equipment situated:</p> <ol style="list-style-type: none"> i) Wallingbrook Health Group GP Surgery (Renewal: 25/03/2025) ii) Treetops (Renewal: 25/03/2025) iii) The Bakery Stores (Renewal: 12/10/2025) <p>The Council discussed the maintenance contracts for the three devices listed above. Costs would be £700 per year for all three for a period of four years. The Councillors agreed that it was a good deal compared to other maintenance options and the contract was approved by all Councillors present. The Locum Clerk was instructed to confirm the Parish Council's decision to the NHS South West Ambulance Service.</p> <p style="text-align: right;">Action: Locum Clerk</p> <p style="text-align: center;"><i>**District Cllr Simon Newton arrived at 8.10 pm **</i></p> <p><i>8.30 pm The Chair adjourned the Meeting at this stage and welcomed District Cllr Simon Newton.</i></p> <p>District Councillor Simon Newton firstly apologised for his delay in attending and proceeded to submit his report.</p> <p><i>9.10pm The Chair then re-opened the Meeting returning to "Action Items" under Agenda item 13.02.25.</i></p> <p>05.02.25 To receive Report from the Parish Environment Committee</p> <ol style="list-style-type: none"> a) Representatives on outside bodies Reports/updates b) Cemetery and Bungalow Group Report – including proposed restoration of bench; Cemetery Map; Keenors inspection report.: c) Burial Book and records. <p>13.02.25 The Councillors discussed the above subjects, and the following is a resume of outcomes and further actions:</p> <p>Cllr Warner advised that discussions were ongoing, and no agreements have been finalised regarding the football ground. Initial steps have been taken to explore the potential improvements to the Play area development. Potential grant funding for the Village Hall's air source heat pump project was discussed. It was also noted that the change to Small Business Rate Relief for leisure and community buildings and the possible financial impact this may have on the Village Hall.</p> <p>The Cemetery map project was mentioned but it was agreed due to Cllr Goldsworthy's absence to await his update on this at the next Parish Council Meeting.</p>
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	<p>Cllr Warner proposed that a new bench be purchased for the Cemetery and after discussion it was agreed by all to proceed. Proposed by the Chair and seconded by Cllr Odulinski.</p> <p>The burial records and cemetery management were discussed including the challenges with accurate record-keeping.</p> <p>Keenor's recent inspection report and photographs concerning the bungalow were discussed and the future tender process required for this was reviewed.</p> <p>14.02.25 S106 Issues Discussion followed concerning S106 funds and the clarification of these funds' availability and application process. It was noted that most of these funds are directed toward sports and leisure projects, but there's debate about using them for broader community needs. Furthermore, misallocation in the past due to lack of oversight, now being addressed by a newly appointed monitoring officer. Mention was made that some allocated S106 funds for allotments may remain unused due to lack of community involvement.</p> <p>15.02.25 Parish Council Vacancies – Update and Action ref Co-option The Chair advised that there appeared to be no interest in filling these vacancies and it was decided to defer this Agenda item to the next meeting for further discussion. This was seconded by Cllr Jacobs and agreed by all present.</p> <p>16.02.25 Street Safety Group Report: Community Infrastructure Updates and Action items:</p> <ul style="list-style-type: none"> • Hatherleigh Road/Townsend Hill update. • Eggesford Station, Chulmleigh • Walking and Speed signs • Repair of speed sign by Castle Green • Speedwatch Report – possible speed gun provision • Update concerning junction at Seckington Cross • Update on planning application of new bus shelter on Main Road. • Proposed School Crossing in close proximity to Bus Shelter • Update concerning Castle Green Community Car Park • Update concerning Street Sweeper area. • Provision of yellow lines at Wallingbrook Health Group GP Surgery • Road Wardens: - provision of signs for working party. • Update concerning drain at bottom of Church steps. • Any other items from the Report <p>The Councillors discussed the above subjects, and the following is a resume of outcomes and further actions:</p> <p>It was noted that the Council had received a quote for repairs to the speed sign by Castle Green, but the potential cost raised concerns, as well as the fact that it might be soon rendered obsolete in view of a new the light-controlled pedestrian crossing being installed. The Councillors agreed not to agree to the cost of the repair at this time.</p> <p>It was noted that the Council's efforts to secure a bus shelter were hampered by slow responses from Devon County Council. After further discussion it was agreed to defer the discussion of the bus shelter to the next Parish Council Meeting.</p> <p>It was advised the there were parking issues on Southernhay in Winkleigh – particularly the obstruction of a footpath, prompted the Agenda item and also a discussion followed about installing yellow lines, especially the practicality of enforcement thereby recognising that widespread kerb parking would make it difficult to target specific offenders. The Councillors agreed to write to Cllr Andrew Saywell to request the yellow lines.</p>
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	<p>Addendum note: “County Cllr Saywell has suggested that instead of yellow lines a request should be submitted for a sign written in the road to state “Access needed at all times”.</p> <p style="text-align: right;">Action: Cllr A Warner</p> <p>Discussion also included the provision of working signs for the Road Wardens as the Parish Council are fully committed to community safety and maintaining the verges and public spaces.</p> <p>The Locum Clerk advised that the drainage issue at the Church steps is ongoing in that the property ownership and responsibility seems to be rather complex. She advised that multiple parties had been approached by the resident, including South West Water, Devon Highways, and responses were still awaited from the Diocese and the Conservation Officer. It was noted that upon responses the Councillors would consider the matter further.</p>
17.02.25	<p>Paths and By-ways Report</p> <p>To receive and consider report and updates.</p> <p>a) Path to Winkleigh Wood – proposal for application for pre-planning application</p> <p>It was noted that it was the Council’s desire to improve community access to natural spaces, and it was hoped that the proposal to create a path would be of benefit to everyone.</p> <p>Discussion followed about planning applications and grant funding, and it was agreed by all present that the Council should submit a pre-planning application after Cllr Warner had completed the task of completing the specification for the Path and obtaining tenders. Cllr Warner to report further on this at the next Parish Council Meeting.</p> <p style="text-align: right;">Action: Cllr Warner</p>
18.02.25	<p>Parish Matters</p> <ul style="list-style-type: none"> • Victory in Europe Day - Commemoration Service 8th May 2025 • Airfield Service – November • Weight restrictions and village access • Children’s play parks around the village. • Consideration of 20 mph speed zones for Winkleigh • Community minibus. <p>The Councillors discussed the above subjects, and in view of the absence of the other Councillors it was agreed to defer these matters to the following Parish Council Meeting to be held in March.</p> <ul style="list-style-type: none"> • Community Minibus: A brief discussion followed concerning their commitment to establishing this service to improve transportation options. During which it was briefly mentioned about the licensing requirements and vehicle specifications – in order to fully discuss the practical challenges of implementing such a service, it was decided to discuss this at the next Meeting when it was hoped there would be a full attendance. • Charity Commission – appointment of 2 Nominative Trustees by Parish Council – (Mr Kingsbury and Mr Ware). Following discussion regarding this, Cllr Warner proposed, and the Chair seconded, with all those present agreed to this appointment, and the Locum Clerk was instructed that confirmation should be sent. <p style="text-align: right;">Action: Locum Clerk</p>
19.02.25	<p>Receive updates and reports from the People Services Committee</p> <p>Cllr Odulinski had previously circulated this report before the Meeting, and the following is a resume of the discussions held.</p> <p>The Community Consultation Event Evening is to be held on 24th April 2025, and it was confirmed that publicity would be in the form of posters and door-to-door leaflets. It was</p>

20.02.25	<p>agreed by the Councillors that a budget of £500 would be available for marketing materials.</p> <p>It was agreed that volunteers will provide food and beverages. Also, the Community Awards would be launched at this event.</p> <p>Strategic and Operational Plans: The Operational Plan for the next fiscal year has been drafted by the three Committees. The plan will be submitted to the Finance & Governance Group for costing. It was noted that the Council would like to present the main points of the Operational Plan at the public consultation.</p> <p>Community Awards: The children's awards have been launched in schools. And, a children's author will present prizes at the Community Fair in July 2025, but judges are still needed. It was confirmed that £450 has been secured in sponsorship for prizes, and the Councillors were in agreement that they would like to secure more sponsorship.</p> <p>A.O.B.</p> <ul style="list-style-type: none"> • Provision of post box for Parish Council at Community Centre. The Councillors discussed the reasons for this, and all agreed for the purchase as soon as possible. Cost to be in the region of £100.00. <p style="text-align: right;">Action: Cllr A Jacobs</p> <p style="text-align: center;">The public left the meeting at 9.28pm</p> <p>Proposed by the Chair and seconded by Cllr Jacobs that the meeting moves into Part II. Approved unanimously</p> <div style="border: 1px solid black; padding: 5px; margin-top: 20px;"> <p>Exempt Session <u>Confidential Matters (Part II) Public Bodies (Admission to Meetings) Act 1960 S1(2)</u></p> </div>
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Parish Council came out of Part II and resumed the open meeting.

Meeting ended at 9.55pm.

Date of next meeting: 26th March 2025

Chair..... Date.....