



Ilsington Parish Council

Clerk: Mrs C Retallick, Bagtor Barton, Ilsington, Newton Abbot, Devon, TQ13 9RT.
Telephone No: 01364 661532 **E Mail:** clerk@ilsingtonpc.org

Ilsington Parish Annual Council Meeting, Tuesday the 24th of June 2025

MINUTES OF THE MEETING

Present: Cllr C Reeve Cllr M Wills Cllr R Bainbridge Cllr C Germon
Cllr MJ Wills Cllr M Retallick Cllr B Turner Cllr S Codner
Cllr M Freeman

Also in attendance: Mrs Retallick (Clerk) and DCC S Morgan 0 members of public.

Councillors are reminded that they must declare any prejudicial interests they may have in any item to be considered at this meeting, prior to the commencement of the meeting.

Cllr Reeve welcomed everyone to the meeting

25/065. Election of Chairman and declaration of acceptance of office of Chairman

Cllr M Wills nominated Cllr Reeve for the position of Chair and Cllr M Freeman second the proposal – Cllr Reeve accepted and signed the declaration of office

25/066. Election of Vice Chairman

Cllr Reeve proposed Cllr MJ Wills as Vice chair and Cllr M Wills second the proposal. Cllr MJ Wills accepted the role.

25/067. To accept apologies for absence.

Received from Cllrs Steemson and Harcourt-Smith

25/068. Declaration of interest in items on the agenda.

None declared.

25/069. Appointment of Committees and working parties: -

Planning Committee – All councillor will join the committee except Cllr S Harcourt-Smith.

Finance and Standards Committee – Cllrs Reeve, MJ Wills, M Wills, M Retallick and M Freeman.

Allotment Committee – Cllrs Reeve, Germon and Steemson.

Lengthsman (W/P) – Cllrs M Wills, R Steemson, MJ Wills and S Codner.

Neighbourhood Plan (W/P) Cllr B Turner and C Germon and clerk

(a) Review the term of reference for committees. –

ACTION: Approved and accepted

25/070. Appointment of Parish council representatives on outside bodies.

Liverton Village Hall – Cllr Reeve IPFARA – Cllr M Wills

Ilsington Village Hall including Village Shop – Cllr Reeve and M Wills

Community Funding – Cllr Germon TDC – Parishes meetings – Cllr Freeman

Dartmoor Forum – Cllrs R Bainbridge and M Wills

School Liaison Officer/s - TBC Snow Warden/s – Cllr MJ Wills and M Besley

Road Warden/s -Clerk, Cllrs S Codner and MJ Wills Tree Officer/s -Cllr MJ Wills

25/071. Review and Adoption of Governance documents and policies.

Standing orders (2018 NALC) Financial Regulations (2024) Internal control statement.

Code of Conduct Health & Safety Policy Equal Opportunities Policy

Employee Expenses Policy Disciplinary Policy Grievance Policy

Bullying & Harassment Policy Absence & sickness Policy FOI Publication Scheme

Review Fixed assets register. Grant making policy. Vexatious Policy

ACTION: due to recent amendments to the Standing Orders these will be revised at the next full council meeting.

25/072. Agree dated for the next 12 months

ACTION: Agreed and approved

Ilsington Parish Council (Full Council meeting)

25/073. To confirm the minutes of the last meeting on April 22nd, 2025.

The minutes from the last full council meeting were signed as a true record of that meeting. Also the minutes from the last finance and standards committee minutes were signed and the recommendations approved including the amendments to the grant making policy. A proposal was made for the clerk should send invitations to organisations who have received grants during the previous 12 months to attend the annual parish meeting to give a report regarding how the monies were used.

25/074. Public Forum

Cllr Retallick enquired if the parish boundary stones should be added to our asset register – there was a discussion about ownership. As they are not the parish council's property they will not be added. Cllr Turner noted that they are an historical monument and of cultural interest to the parish.

Cllr Freeman noted that as there is now a change of administration at DCC could we raise the issue of highways maintenance and drainage again to the new officers.

25/075. To receive reports from District, County Councillors, DNPA Ranger, Lengthsman and Police.

DCC Sally Morgan – reported That Cllr G Gribble is now living in a residential home in Bovey Trace, she noted her thanks to him for many years of service to the communities he worked with and support while a Devon County Councillor. Cllr Morgan has been a councillor for many years and agrees that the growing number of highway issues are frustrating. The New Highways Officer aims to bring some services back in house so he can watch over tasks ensuring they are carried out in the most efficient way. His aim is to be more accountable and efficient. The councillors shared our frustration with Cllr Morgan, and she informed the meeting that she has asked for a strategy overview for the Bovey Tracey area which would include Ilsington.

Cllr M Wills mentioned the terrible filling of potholes and how they break up after no time at all, Cllr Turner suggested DCC should be giving specific instructions to contractors that should be followed ensuring the pothole is filled properly first time.

Cllr Morgan will endeavour to attend our meetings, and she is happy to receive emails from councillors.

Lengthsman Report - With various duties to cover over April it was a busy few days. Things to note include the following

Boundary stone to Blackpool school - There is a section of pavement in poor condition at the boundary stone end with large cracks forming - big enough to trap a bike wheel. The kerbside here could do with a street clean, and the drains could do with unblocking. The blocked drains are causing silt and debris to build up on the side of the road.

One thing the council needs to consider is the small trees on the bridge over the dual carriage way. Some of the trees are growing through the barrier/rails and growing out the concrete. I have carefully trimmed back any growth over the path but I cannot risk any harder cutting or strimming due to the risk of debris falling off the bridge onto the A38. There are 2 options that I can see, I can spray the vegetation with an amenity glyphosate or highways need to be contacted to organise the clearing of the bridge themselves.

Old Liverton (task 9) Someone (I presume a nearby resident) keeps lifting one of the drain grids and leaving it open (I have found it like this twice) - my concern is it will fill with rubbish if it is left off for prolonged periods. Ideally it could probably do with a street clean or cutting back with a machine along the verge on this section of road.

Thank you for arranging the training, perhaps you can pop my card and certificate in with the cheque.

Clerk asked SM about contact for Police Officers which we have not have any report from recently.

25/076. Clerk's report - an update on matters arising from the last meeting for information only.

- **Notification of Road Closure – Work Ref: LM601KR11494246 on Road from Willis Cross To Liverton Court, Liverton**

Southwest Water has applied for a road closure to complete utility works near Hillside Cottage to side of Mill House Farm. These works, subject to approval from Devon Highways, will take place between 20/08/2025 and 22/08/2025.

All efforts will be made to maintain access to properties within the area of the closure and minimise disruption. Further information, contact the Helpline on 0344 346 2020.

- Contacted Rhino play, local contractor for repairs to Ley Crescent
- One speed monitor programmed
- Attended allotment management training.
- Attended neighbourhood planning group for next steps
- Ask pc about wildflowers at playing field re ashes and for general instructions. Leave small patches of wildflowers and use your own discretion. MW noted the saplings, and larger self-seeded trees should be managed. – Add to agenda for next month

25/077. Business Brought forward by the Chairman – Information only

25/078. Insurance – go forward with renewal

ACTION: Agreed

25/079. Finance and Standards Committee recommendations

a) Dedicated Councillor Emails - decision

The clerk explained the process and the advice given by DALC a vote was taken and 7 councillors were in favour therefore the decision was carried.

b) Reviews to budget for Hall Hire, Subscriptions and Training budget, Investments -

Discussion The clerk explained to the full council about the suggestions made by the committee and asked for the full councils' thoughts? The councillor approved of the increase of budget for hall hire, subscriptions and training and asked the clerk to investigate the investments options.

ACTION Approved and the clerk to investigate the investments options, then report back at the next meeting.

25/080. Local Plan and Neighbourhood Plan - Update

Cllr BT reported that the group have meet and a template have been developed to start recording the data. External funding has been withdrawn for the time being with a suggestion that new funding opportunities maybe open in July. This is not an immediate problem as at the moment we only need funds to purchase an OS map in CAD format to cover the boundary so we can produce a Parish boundary plan.

Following this a similar template will be prepared to the three distinct character areas of the Parish before we introduce brief character assessments of each community. Good idea to separately outline the employment areas within the Parish too.

All this preparatory work is essential to set the tone of the Parish and before we outline how we wish to see it sensitively evolve.

We do also need to show the diversity of employment within this parish. Cllr Reeve noted that the council has invested its support for this and support the suggestions the working group are proposing and recognised the need for sound evidence to support the plan.

DCC would encourage the parish to have a neighbourhood plan for various reasons and is a powerful document once a parish has one in place.

ACTION Cllr Turner will prepare a proposed budget for these expenses for the June meeting.

25/081. To consider the planning applications received from Teignbridge District Council and Dartmoor National Park Authority.

- a) DNPA 0173/25 Certificate of lawfulness for an existing lean-to conservatory at Mill Brook, Liverton, Newton Abbot, TQ12 6HX – **No objection**

Grant of Permission

- DNPA 25/0030 Proposed 4nr Beech Trees – Dead wood removal Location: The Dougalry, Green Lane, Ilsington.

Ilsington Parish Council (Full Council meeting)

- 25/00505/CLDP Location: ILSINGTON - 3 Otter Court, Ingsdon Proposal: Certificate of Lawfulness for proposed conversion of part of double garage to art studio including installation of french doors and roof lights to side elevation

25/082. End of Year Accounts and Annual Report

- a) Review the End of year accounts and approve for publication – circulated to all councillors and approved.
- b) Internal Audit report - Noted and no actions were needed
- c) Approve the Annual Governance Statement - Cllr Reeve read each statement and the councillors responded to each comment.
- d) Approve the Accounting statements - The Section 2 AGAR had been circulated to all councillors and the accounts were approved.

ACTION: Approved

25/083. To authorise payments of cheques presented see Account's sheet.

1	C Retallick		1063.83
2	HMRC		141.90
3	Ilsington Village Hall rental inv 2723 + 2733		36.00
4	Liverton Village Hall rental inv 2504		21.00
5	HP Instant Ink		13.49
6	Zoom subscription		155.88
7	G Partridge - Lengthsman duties		749.16
8	Zurich Insurance		734.65
9	Lee Accounting - Internal Audit	30.00	180.00
DD	BT - May		71.85
			<hr/>
			3167.76

Bank Reconciliation Summary

Opening Balance	73951.00	Payment	-86.73
Receipts	<u>28015.85</u>	Closing Balance	<u>102053.58</u>
			<u>101966.85</u>
			<u>101966.85</u>

ACTION: Approved all payments and statements

25/084. To received reports from councillors - on outside bodies for information.

Cllr M Wills reported that IPFARA needs to hold a EGM but as yet a date for this has not been set, Cllr M Wills will chase this up.

Cllr M Wills noted that he and the clerk are in the process of setting up the Speed Monitor Devices. Als he will be attending Ilsington Village Halls AGM in June

Cllr Germon – reported that she had asked for a competition to be included within the summer show schedule, however we have missed the opportunity for this year.

Cllr Freeman attended the Parish Charter meeting on Zoom between DALC and TDC he will report back at the next meeting.

Cllr Retallick noted that this council should recognise Cllr Steemson appointment as Chairman of Teignbridge District Council and the councillors congratulated Cllr Steemson.

Ilsington Parish Council will send chocolates to Gribble's wife as an acknowledgment of Cllrs Gribbles work with us for many years.

To confirm the next meeting of Ilsington Parish Council on 24th June 2025 at 7.30 pm in the meeting room at Ilsington Village Hall & Ilsington Parish Council Planning Committee on Tuesday 10th June 2025 at 7.30pm at Ilsington Village Hall.

Meeting finished at 21.10pm

Sign..... Date

Ilsington Parish Council (Full Council meeting)