



MINUTES

Committee: Parish Council
Date: Monday, 6 October 2025
Time: 7:00pm
Venue: Parish Council Office

Present

Cllr Catherine Fileman-Wright (Chair)
Cllr Jan Evans
Cllr Vivienne Hodges
Cllr John Farrand-Rogers
Cllr David Bridger
Cllr Rob Austin

Also Present

Samantha Parkin (Clerk)
One member of the public

PUBLIC PARTICIPATION

A representative from the Moretonhampstead Sports and Community Centre attended to speak about the annual fireworks display, scheduled for Friday 31st October. They explained that the event has received some negative feedback for clashing with Halloween. The representative noted that planning for the display begins in mid-January. The Centre is a member of the Fireworks Association and maintains good communication with other display organisers to avoid date clashes where possible.

They noted that the Sports Centre had been working with the Chair of the Parish Hall, who had planned a Halloween party with pumpkin carving and a parade leading to the fireworks display. However, they had learned that this event was cancelled due to other free activities taking place in the town.

The representative reported that the fireworks display involves around 20 volunteers, nine of whom must take annual leave to assist. Their marketing team has advised against engaging with negative online comments, but they wished to attend the meeting to explain the amount of preparation involved and that the date cannot easily be changed.

The representative queried reports that the Parish Council was opening a gym. The Chair explained that a survey on possible outdoor adult fitness equipment in The Sentry had received positive feedback but formed part of an unsuccessful grant application, with no current plans to progress it. The intention was to provide free access to exercise equipment for those unable to afford gym membership or wishing to exercise outside the Sports Centre's opening hours.

The representative asked that the Council consider the Sports Centre in its future planning and noted that the Centre is about to invest in spin bikes with screens. They emphasised their wish to engage more with the community and encourage greater use of the Centre's facilities.

They also noted that on 16th October, the Sports Centre is meeting with Devon Air Ambulance representatives to discuss the lighting landing pole, which the Centre took over at no cost to the trust. The pole now requires approximately £1,000 of work, and they asked if someone from the Parish

Council could attend the meeting. The Chair asked them to email the Clerk with details about the pole.

Finally, they reported that 88 emails had been sent to previous Christmas tree purchasers, with around 40 responses received.

156/2025 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Hampton, Cllr Jeffery, Cllr Keep, Cllr Short and Cllr Walden.

157/2025 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensation were received. *Localism Act 2011 (sections 26-37 and Schedule 4)*

158/2025 MINUTES

It was proposed by Cllr Hodges, seconded by Cllr Evans, and **resolved to accept and sign** the minutes of the meeting held on 2nd September 2025 as a correct record. There was one abstention. *LGA 1972 Sch 12 para 41(1)*

159/2025 STANDING ITEM -CLIMATE AND ECOLOGY EMERGENCY

The Council noted its Climate and Ecology Emergency Declaration and committed to embedding it across all services, activities, plans, and decisions, ensuring environmental impacts are considered and a fully integrated approach to climate change mitigation is adopted.

160/2025 COUNCILLOR REPORTS

County Councillor Report

Cllr Keeling had sent his apologies, his report is attached at appendix 3 on page 59.

District Councillor Report

Cllr Farrand-Rogers reported that Teignbridge District Council is operating much as usual, though significant changes are happening around it. He had previously understood there would be no issue with proposed asset transfers, such as toilets and car parks, but has since learned this may not be the case, as officers have their own views on sale values. He also noted disappointment that the cost of emptying bins will not be removed, as officers have taken the position that once recreation grounds are transferred to town and parish councils, they will be responsible for ongoing costs. The Chair thanked him for his efforts on the Council's behalf.

161/2025 MATTERS ARISING

The clerk noted she had requested permission from the Archdeacon to install a welcome board in the Churchyard but has not heard back yet.

It was noted the replacement Christmas lights had been ordered and received.

162/2025 CHAIRMANS DISCRETION

The Chair expressed sadness at the resignation of Cllr Mike Warner after six years of service. She extended thanks on behalf of the Council for his contribution and effectiveness as Vice Chair. It was agreed that a letter of thanks would be sent.

The Clerk confirmed that Teignbridge District Council had been notified of the vacancy. Electors have 14 days to request an election; if fewer than ten requests are received, the vacancy will be advertised for co-option.

The Chair thanked the Clerk for producing the new weekly bulletins, which she finds very useful. She also highlighted the Community Speedwatch meeting on Saturday 11th October, organised by a resident. She encouraged councillors to attend in support of the initiative.

163/2025 OPEN SPACES REPORT

The Open Spaces monthly report had been circulated prior to the meeting. The report was noted and is attached at appendix 1 on page 58. The Clerk reported that the contractor who replaced the fence at Court Street car park noted overgrown vegetation on the other side. The contractor recommended that the landowners maintain a strip of land to ensure the longevity of the fence.

It was proposed by Cllr Hodges, seconded by Cllr Austin and **resolved that a letter** be sent to the landowners outlining the contractor's recommendation, to ensure the Council has access to maintain the fence, as it is the Council's responsibility.

164/2025 CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

The Chair noted that the Moreton Environment Group has a meeting scheduled for 23rd of October at 7pm in the Community Club. Cllr Hodges will attend the meeting. She also reported that Exmouth Town Council has an Environment Officer and recently won the NALC Star Council Award for Climate Response of the Year. The Chair and Clerk plan to visit Exmouth to learn from their initiatives and gather ideas.

165/2025 INTERNAL CONTROLS COUNCILLOR REPORT

Cllr Bridger had checked the accounts for August.

166/2025 SCHEDULE OF PAYMENTS

The Council considered its monthly schedule of payments. Cllr Austin commented that he was impressed with AR Rural Solutions work on the replacement fence.

It was proposed by Cllr Austin, seconded by Cllr Farrand-Rogers, and **resolved to approve** the schedule of payments at appendix 2 on page 58. *LGA 1972 s150(5)*

It was proposed by Cllr Evans, seconded by Cllr Farrand-Rogers, and resolved to **approve the transfer** of the 2nd half precept into the council's higher interest account.

167/2025 CORRESPONDENCE

1. Correspondence was received and circulated prior to the meeting from Wellmoor inviting the council to the North East Dartmoor Health and Wellbeing Alliance Meeting. The correspondence was noted, and Cllr Hodges hopes to attend.

2. Correspondence was received and circulated from County Councillor Richard Keeling informing the council of Devon County Council's decision on 20mph speed limits. The Chair expressed disappointment with the resolution and noted that the Highways Working Group will review it in detail and prepare a response for consideration at the next full Council meeting.

3. Correspondence was received and circulated from the Parish Hall Committee asking if the council still wants to be involved in the governance of the Parish Hall. The council thought it would be beneficial to be involved.

It was proposed by Cllr Hodges, seconded by Cllr Austin, and **resolved to inform** the Parish Hall Committee that the Council wishes to have a representative on the committee.

Cllr Farrand-Rogers has volunteered, and the clerk will request that invitations to meetings be sent accordingly.

4. Correspondence was received and circulated from the Office of the Police and Crime Commissioner inviting Parish Councils to apply for CCTV funding. The clerk suggested that the council consider CCTV at the Sentry and/or the Churchyard to monitor anti-social behaviour including dog fouling. The Chair noted that the grant requires match funding.

It was proposed by Cllr Evans, seconded by Cllr Austin, and resolved:

1. To investigate the feasibility of installing CCTV to discourage dog fouling, including consideration of GDPR implications and costs.
2. To delegate authority to the Clerk and Vice-Chair to submit a funding application of up to £2,500, recognising that the submission date falls before the next full Council meeting. There were three abstentions.

5. Correspondence was received and circulated from the owner of No.4 The Square updating the council on recent developments concerning the property. The correspondence was noted.

6. Correspondence was received and circulated from Moretonhampstead Development Trust inviting the council to its AGM. Cllr Farrand-Rogers will attend; the clerk will inform MDT.

7. Correspondence was received and circulated from Moretonhampstead Information Centre informing the council of its closure. The Chair noted that the council had already written to thank them for their services.

8. Correspondence was received and circulated from Ron Bailey updating the council on the Electrical Safety campaign. The correspondence was noted.

168/2025 HOSPITAL UPDATE

The Chairman's report had been circulated prior to the meeting. The Chair summarised the paper. There has been no contact from the NHS since July, and the hospital building remains closed with no services. The estimated cost to restore it for clinical use is around £2m, double earlier estimates. NHS Property Services plans to put the hospital up for a limited sale, with 50% of any sale proceeds returning to Devon ICB for reinvestment in local healthcare, but dates, asking price, and interested parties are unknown. Local organisations, including the Health Centre, do not have the funding or capacity to purchase the building.

It was noted that Cllr Walden had previously suggested the Council engage with MP Mel Stride to update him on the hospital and lobby to ensure that 50% of any sale proceeds returned to Devon ICB are spent in Moretonhampstead and the surrounding area. Cllr Hodges noted that before lobbying, it would be helpful to consult the Health Centre about how they might use their share of the funds.

It was proposed by Cllr Austin, seconded by Cllr Evans, and **resolved to host** a public meeting jointly with Moretonhampstead Health Centre on the 5th of November at the Parish Hall.

It was proposed by Cllr Evans, seconded by Cllr Bridger and **resolved to update and invite** MP Mel Stride to the meeting. If he is unable to attend to find another opportunity to meet with him.

It was proposed by Cllr Austin, seconded by Cllr Bridger and **resolved to delegate** the drafting of the invitation letter and notice of the public meeting to the Clerk, Chair and Vice-chair.

169/2025 CHRISTMAS WORKING GROUP UPDATE

The Christmas working group's report had been circulated prior to the meeting. The Chair noted the group suggested purchasing a gazebo for use at events and for hire to community groups. Cllr Austin proposed approaching the Carnival Committee to see if their trailer could be used for the event.

It was proposed by Cllr Evans, seconded by Cllr Hodges, and **resolved to approach** the Carnival Committee to borrow their trailer; if this is not possible, to purchase the Bulkhawk gazebo mentioned in the report. There was one abstention.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges and **resolved to approve** the plans for this year's Christmas event, noting that volunteers are required to ensure the safe running of the event.

170/2025 2026/27 OBJECTIVES

The draft objectives for the next financial year had been circulated prior to the meeting. The Chair explained that the clerk puts together suggestions, but it is a guide for the council consider. The council suggested adding the purchase of CCTV cameras, moving the safe from the library and future maintenance of the Allotments.

171/2025 REVIEW OF TEIGNBRIDGE ASSETS

The clerk's report had been circulated prior to the meeting. The Chair noted that Teignbridge District Council currently regards the Council as a lower priority. The Clerk has contacted Bovey Tracey Town Council, who will meet with the Chair and Clerk next month to discuss running costs, liabilities, and other considerations. The Highways Working Group will investigate further.

172/2025 DOMAIN NAME TRANSFER

The Clerk's report had been circulated prior to the meeting. The Chair reminded members that the Council's current registrar, HCI Data Ltd, will cease to act as registrar on 31st December. She noted that the current website does not meet accessibility regulations. The quotes received were considered, with two highlighted as front-runners because they comply with WCAG 2.2 accessibility standards.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Evans and **resolved to accept** the quotation from Parish Online. There was one abstention.

173/2025 PART TWO

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Hodges, and **resolved** that under the Public Bodies (Admission to Meetings) Act 1960; the press and public be excluded from the meeting for the next item of business due to the discussion of sensitive commercial information relating to allotment tenders.

The member of the public left the meeting.

174/2025 ALLOTMENT TENDER

The tender scoring matrix guide, tender comparison and tender evaluation had been circulated prior to the meeting. The Council considered the tender comparison and evaluation. The Chair summarised the five quotes received. It was noted that not all companies had provided the requested documentation and therefore could not be considered. The quotes varied significantly, and some companies commented that the tender could have been clearer.

Based on the evaluation scores, cost, and method statements, two companies were identified as front-runners.

It was proposed by Cllr Hodges, seconded by Cllr Austin, and **resolved to award** the contract to Company A, Ellis Plant. There was one abstention.

The Chair closed the meeting at 8.46pm

TO DO ACTIONS

- Clerk to make payments
- Clerk to respond to correspondence in accordance with min no 167/2025
- Clerk to action mins 163/2025, 168/2025, 169/2025, 172,2025, 174/2025

MPC Minutes 06.10.2025 Attachment no.1 – Open Spaces Report

Inspection conducted by: S Parkin

Date: September 2025

Area	Comments	Action
The Sentry	Sentry seating area – Further deterioration. Bench and back rest removed.	Community Shed quote accepted and instructed to proceed with work.
Churchyard	Memorial Inspections have commenced.	None.
The Play Area	Looks good.	None.
The Henge	Looks good.	None.
The Pound	Looks good.	None
Cross Tree	Looks good.	None.
Geneva Island/War Memorial	Looks good.	None.
Wheelwright's wheel	Looks good.	None.
Allotment	Looks good.	None
Seats/benches/ Lamp posts	Looks good.	None.
Gates and railings	Looks good.	None
Bus Shelter	Looks good.	None
Recycling bins	Looks good.	None

MPC Minutes 06.10.2025 Attachment no.2 – List of payments October 2025

Finance

To receive the Finance Report

On 30 September, the Accounts stood at:

Lloyds Current Account	£30,656.96
Lloyds Deposit Account	£63,033.85

Standing Orders

		Date Cleared
Moretonhampstead Development Trust Office Rent	£390.45	01/09/2025
BT Telephone and Broadband	£35.94	15/09/2025
EE Limited Mobile	£15.55	19/09/2025

Direct Debit

Microsoft 365 subscription	£12.36	25/09/2025
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Mandatory Payments

58. Signed.....

04 November 2025

Staffing payments
(Salary, pension and quarterly HMRC) £3,182.45 30/09/2025

Card Payments

Income

Bank Interest £37.79 09/09/2025
 Christmas Stall payments £70.00 Various
 Teignbridge District Council 2nd Half Precept £27,970.00 26/09/2025

Invoices for payment – to consider and approve invoices for payment itemised on the Payment Schedule

Payment Method	Payee and reason	Budget	Power to spend	Net Payment	Payment inc. VAT
Bank Transfer	Parish Hall <i>2nd round grant award</i>	EX14	Local Govt. (Miscellaneous Provisions) Act 1976 s.19	£700.00	£700.00
Bank Transfer	MED Theatre <i>2nd round grant award</i>	EX14	Local Government Act 1972 s145(1)(d)	£100.00	£100.00
Bank Transfer	Swimming Pool <i>2nd round grant award</i>	EX14	Local Govt. (Miscellaneous Provisions) Act 1976 s.19	£100.00	£100.00
Bank Transfer	Association for Youth <i>2nd round grant award</i>	EX14	Local Govt. (Miscellaneous Provisions) Act 1976 s.19	£100.00	£100.00
Bank Transfer	LITE <i>Replacement Christmas Lights</i>	XMAS	Local Government Act 1972 s144	£191.40	£241.68
Bank Transfer	Mow Mow Trees and Gardening <i>Sentry Cut</i>	EX6	Open Spaces Act 1906 s10	£150.00	£150.00
Bank Transfer	S Parkin <i>Mileage to DALC AGM</i>	EX11	Local Government (FP) Act 1962 s5	£13.50	£13.50
Bank Transfer	AR Rural Solutions <i>Verges Cut</i>	EX6	Open Spaces Act 1906 s10	£100.00	£100.00
Bank Transfer	AR Rural Solutions <i>Churchyard Cut</i>	EXCEM1	Open Spaces Act 1906 s10	£850.00	£850.00
Bank Transfer	AR Rural Solutions <i>Court Street Fence</i>	EX6	Open Spaces Act 1906 s10	£2,750.00	£2,750.00

MPC Minutes 06.10.2025 Attachment no.3 – County Councillor Report

Thank you for your many emails on issues in your Town/Parishes. This past month I have had many resident/councillors contacting me on issues with parking/potholes/signs incorrect/road closures/faulty traffic lights/blocked culvers/requests for additional double yellow lines.

I will be attending Christow, Dunsford and Tedburn St Mary this month. My apologies if I have not got to you as we have had issues with a road closure in Chudleigh which needed attention.

I will start this report with a message from the Leader of DCC Councillor Julian Brazil;

“I am deeply shocked and saddened by the horrific attack on Heaton Park Hebrew Congregation Synagogue in Manchester. On behalf of our communities here in Devon, I extend our heartfelt sympathy and solidarity to all those affected.

“This cowardly act of violence—especially on Yom Kippur, a sacred day of reflection and peace—has reverberated far beyond Manchester. It is a stark reminder of the importance of standing together against hatred in all its forms.

“Devon is home to people of many faiths and backgrounds, and we are united in our condemnation of this attack. We stand shoulder to shoulder with Manchester’s Jewish community and reaffirm our commitment to fostering safe, inclusive, and respectful communities everywhere.

“Our thoughts are with the victims, their families, and all those grieving today. We also commend the emergency services for their swift and courageous response.

“Hate has no place in our society. We must continue to work together to build a future rooted in understanding, compassion, and peace.”

The council will once again be supporting Hate Crime Awareness Week this month to state its ‘zero tolerance to hate crime’ commitment. The week runs from Saturday, 11 October.

Local Government Reorganisation (LGR)

After many months of detailed work, I am pleased to share with you our council’s leading option for how local government could be reshaped across our county. This is a significant moment for all of us — for our services, our communities, and our future.

We have been listening to our residents, partners, members and have also sought expert advice to help inform our proposal to move towards a **single unitary authority** for Devon, working alongside the existing unitary councils of Plymouth and Torbay. This model — known as *New Devon* — would replace the current two-tier system of eight district councils and the county council, creating a simpler, stronger and more resilient authority.

Why this matters

I know change brings uncertainty, and I thank you for your resilience and commitment on Town/Parish Councils to continuously strive to provide the best services for Devon.

A New Devon unitary authority would:

- Make efficiency savings to help reduce central government funding deficits
- Provide one front door for services which are currently split
- Empower local people through Neighbourhood Area Committees, delivering change in partnership with local residents

Have your say

Our New Devon survey has been running since July. More than 6,000 residents have completed the survey already – thank you to those of you who have responded, as your voice matters. We are continuing to gather opinions on our plans for a New Devon, with the survey open until Tuesday 14 October. A final decision will be made on this proposal in November so I encourage you to [complete the survey to have your say](#).

[Please watch this short video](#) from our Deputy Leader, Councillor Paul Arnott who is leading on LGR for our council.

He says:

“New Devon would provide stronger local accountability, smarter use of public money, consistent, high-quality public services and will create opportunities for our area’s economy bringing in new investment and jobs.

It will allow us to join up local services, bringing together the strengths of district councils and the county council and will also allow for much closer working, and enhanced local decision-making, with key partners including the NHS, police and voluntary sector.”

I have been on this LGR journey since last year and in my role as a Cabinet member for Adult Social Care, which is over 70% of the County Councils budget I see the benefits in quality delivery of best practice, local solutions for independent living and reducing the waiting times for assessment, works as a larger authority. Having said that I am still open minded to the other options and I am still looking at the information that is being shared. Ultimately the government will decide for the residents of Devon then we have to deliver those changes at pace. I will keep you updated.

Care Quality Commission Inspection

At Devon County Council we are presently being inspected by the Care Quality Commission on our Adult Social Care provisions under the Care Act. I’m always inspired when I meet staff who are passionate about their work, and when their work has such a positive impact for the people of Devon it’s a privilege to hear their accounts of residents lived experiences.

Adult social care is such an important part of what the Council does and who the Council is, I continue to shout loudly and proudly about the impact adult social care has on the lives of so many in every community and neighbourhood in Devon. The inspection is current, and a report will be recommended early next year.

Kind regards

Richard

Councillor Richard Keeling, MLO

Cabinet Member for Adults Services

Devon County Councillor for Chudleigh & Teign Valley

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