

# ERMINGTON PARISH COUNCIL

The Minutes of the Annual Parish Council Meeting held in the Reading Rooms on 6 May 2025 at 7.45 pm

**Present:** Cllrs Denis Onley, Robert Owens, Ian Creese, Cliff Sumner, Nicholas Toms, Andrew Savery, John Messham, Michael Knowles and Margaret Grafton

Devon County Councillor Dan Thomas  
District Councillor Alison Dewynter  
Teresa Drew (Parish Clerk and Responsible Financial Officer)

**Parishioner(s) / Visitor(s):** 8

## **001/2025 ELECTION OF CHAIR (AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE)**

Two councillors were nominated – Cllrs Toms and Owens

Two councillors voted for Cllr Robert Owens - Cllrs Onley and Messham

Four councillors voted for Cllr Toms – Cllrs Savery, Sumner, Creese and Grafton

Cllr Toms was elected as Chair and signed the declaration of office.

## **002/2025 ELECTION OF VICE CHAIR**

Nominations Cllrs Owens and Cllr Grafton

Cllr Owens - two votes Cllrs Onley and Messham

Cllr Grafton – three votes Cllrs Savery, Sumner and Creese

Cllr Grafton was elected as the Vice Chair.

## **003/2025 ACCEPT APOLOGIES FOR ABSENCE**

Apolologies accepted from Cllr Dunlop.

## **004/2025 DECLARATIONS OF MEMBERS' INTEREST(S) IN RESPECT OF ANY ITEM ON THIS AGENDA**

Cllr Toms declared an interest in a planning application reference: 0978/25/ARM

## **005/2025 PARISH COUNCILLOR – ONE CO-OPTION VACANCY**

Mr Michael Knowles was proposed by Cllr Onley and seconded by Cllr Owens.

Councillors agreed to co-opt, and Cllr Knowles duly signed the Declaration of Acceptance of Office.

## **006/2025 REPORT FROM DEVON COUNTY COUNCILLOR DAN THOMAS INCLUDING ITEMS FROM PAST MEETINGS**

- Traffic Speed and flooding Westlake - Devon County Council do not own the land. Two letters have been sent to the landowner but there has been no response. Now speaking to SHDC as there is a Q planning application in the area

## **Election Results**

Last week's election saw the political map of Devon dramatically redrawn.

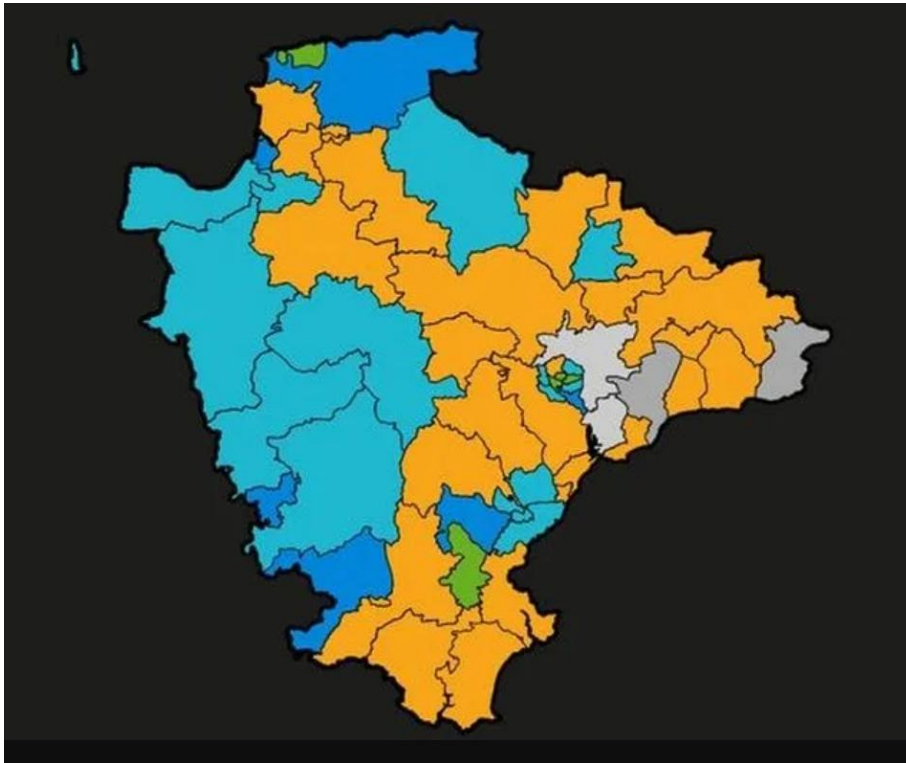
The Lib Dems went from 9 to 27 Cllrs (4 short of an outright majority).

The Conservatives went from 40 to 7 Cllrs.

The Green Party gained 4 members, from 2 to 6 Cllrs.

The Independents are now at 2, down from 3 Cllrs.

Reform UK are the official opposition, with 18 Cllrs. The South Hams is the only authority area in Devon with no Reform members.



Julian Brazil has been elected Leader of the Lib Dems and will become Leader at County later this month. He has announced that he will be resigning from his position as leader at SHDC.

Paul Arnott, the Leader of East Devon District Council, will be his county deputy. A new county cabinet will be selected over the next couple of weeks, prior to the annual meeting on May 22<sup>nd</sup>.

## **007/2025 REPORT FROM DISTRICT COUNCILLOR ALISON DEWYNTER INCLUDING ITEMS FROM PAST MEETINGS**

### **1. Devon County Council Election Round Up**

The following people have won the seats for the 7 wards within the South Hams.

- Totnes and Dartington - Jacqi Hodgson (Green Party)
- South Brent and Yealmpton - Dan Thomas (Liberal Democrats)
- Salcombe - Louise Wainwright (Liberal Democrats)
- Kingsbridge - Julian Brazil (Liberal Democrats)
- Ivybridge - Victor Abbott (Liberal Democrats)
- Dartmouth & Marldon - Simon Rake (Liberal Democrats)
- Bickleigh & Wembury - Tony Carson (Conservative)

For wider Devon results, go to [Devon County Council's website](#).

### **2. Plymouth and South Devon Community Forest Plan consultation**

The public consultation on the Plymouth and South Devon Community Forest Plan has begun and will run until Monday 19 May. The consultation draft of the Forest Plan and link to the consultation can be viewed here: [PSDCF Consultation](#)

### **3. Water Quality Monitoring Pilot for South Hams**

In April, South Hams District Council launched a pilot project which aims to deliver real-time (or near to real-time) data to help residents and visitors stay better informed about the health of our rivers and estuaries. The pilot supports our Delivery Plan on climate and biodiversity and our commitment to local tourism and marine businesses.

Throughout this pilot, SHDC will work closely with local community groups already actively engaged in water monitoring activities to identify the most effective locations for exposure risk. The pilot will also work with organisations such as the Environment Agency to help build a better picture of water quality in our district.

The pilot offers an important opportunity to partner with University of Plymouth, with researchers from its Faculty of Science and Engineering playing a key role in providing support for data management and analytic activities, and in developing a user-friendly water quality dashboard. Historic raw water quality data will also be maintained.

Monitoring equipment is expected to be deployed over the course of the summer and will be followed by the launch of the dashboard. An impact report at the end of the pilot will also offer recommendations for potential future activity.

#### 4. Be Tic Aware

##### Message for residents:

- Ticks are small, bloodsucking, spider-like creatures that live in grassland and woodland habitats
- Some ticks can pass on infectious diseases when they bite you or your pets.

You can learn how to protect yourself, manage tick bites and stop the spread of diseases such as Lyme disease on the [UK Health and Security Agency website](#).

#### 008/2025 FIRST PUBLIC OPEN FORUM

Cllr Creese enquired if silent policeman could be installed – Cllr Thomas not County policy. Cllr Sumner – pointed out the speed humps outside his home cause damage to his boundary wall. Cllr Thomas asked Cllr Sumner to send him an email explaining the issue(s). **ACTION: Cllr Sumner**

#### 009/2025 RESOLVE TO APPROVE THE PARISH COUNCIL MEETING MINUTES OF 1 APRIL AND EXTRAORDINARY MEETING MINUTES OF 14 APRIL 2025

RESOLVED to approve the Parish Council Meeting minutes (as previously circulated to parish councillors) of 1 April 2025 and extraordinary meeting minutes of 14 April 2025.

#### 010/2025 Election of Committees: -

Planning (**all Councillors**)

Parish Rooms maintenance (**all Councillors**)

Finance (RFO & 3 Councillors) – **Cllr Creese, Owens and Messham**

#### Election to outside associations: -

Ivybridge & District Association of Local Councils (1 Councillor) – **Cllr Dunlop**

Ermington Environment Group – **Cllrs Dunlop and Savery**

Ermington Parish Church – **Cllrs Owens and Messham**

Parish Tree Warden (parishioner)

Footpaths (1 Councillor) – **Cllr Owens**

Community Speed Watch report – **Cllr Owens and Messham**

Road Warden Scheme and maintenance of the speed cameras – **Cllrs Savery and Creese**

Snow Warden(s) (2 Councillors – village and remainder of parish) – **Cllrs Creese and Savery**

Road Warden (Chapter Eight Trained) – **currently Cllr Creese and training to be arranged for Cllr Savery**

Defibrillator checks (1 Councillor or parishioner) – **Cllr Sumner**

Web Site Maintenance by DB Computer Repairs website maintenance - monthly increase with effect from 1 June 2025, £50 per month –

**RESOLVED to continue with DB Computers with a cost of £50 per month**

Salt/grit bin checks - Penquit, Endsleigh, Marjery Cross, Westlake and three grit bins in the village (1 Councillor) – **Cllrs Creese and Knowles**

Devon Air Ambulance light and site checks (1 Councillor) – **Cllr Onley**

Parish Council Facebook Maintenance (1 Councillor) – **Cllrs Savery and Sumner**

Review of hire cost for the Reading Rooms – currently hourly rate:

- |   |   |                 |
|---|---|-----------------|
| - | Hire charge per hour                    | £6.00 per hour. |
| - | Hire charge for booking 4 hours or more | £20.00          |
| - | Hire charge for the day                 | £35.00          |

RESOLVED not to increase charges.

(Parish Councillors were made aware of the wherein it states that: *“Three clear days at least before a meeting of a parish council a summons to attend, the meeting, specifying the business proposed to be transacted at the meeting and signed by the proper officer of the council, shall be left at or sent by post to the usual place of residence of every member of the council.”* The Parish Councillors to RESOLVED to receive such agendas, minutes and other documentation by email duly sent to the email address provided. Such service of documents by email will therefore be deemed to have taken place, unless a Councillor notifies the Clerk that such has not or cannot be received and requests a hard copy.

## 011/2025 PLANNING

Reference: 0978/25/ARM Approval of Reserved Matters

Description: Application for approval of all matters reserved following outline approval reference 2344/24/OPA for a permanent agricultural worker's dwelling

Site Address: West Hill Top Farm, Westlake, PL21 9GU

Recommendation: No comment

Reference: 0772/25/LBC

Proposal: Listed Building Consent for alterations to existing dwelling to converted barn, to add skylights & doors, conversion of detached barn into ancillary accommodation to main house, addition of solar panels on site

Site Address: Barn Park, Penquit, PL21 0LU

Recommendation: No comment

Reference: 0771/25/HHO

Proposal: Householder application for alterations to existing dwelling & conversion of detached barn into ancillary accommodation to main house

Site Address: Barn Park, Penquit, PL21 0LU

Recommendation: No comment

Reference: 1148/25/FUL

Proposal: Change of use from Class C1 (Hotels) to Class C3 (Dwellinghouses)

Site Address: Plantation House, Totnes Road, Ermington, PL21 9NS

Recommendation: Comment – not able to make a firm decision as we do not have a complete planning application e.g. how many dwellings etc

### Planning application for ratification:

Reference: 0280/25/VAR Proposal: Application for removal of condition E (occupancy) of planning consent WD/668/73

Site Address: Penquit House Farm, Penquit, PL21 0LU

Recommendation(s): No comments

### Planning Decision

3956/24/FUL Full Planning Application

Decision: Conditional Approval

Site Address: Bumblebee Barn, Ivybridge Road, Ermington, PL21 0LG

Description: Change of use of land to domestic and regularisation of constructed duck pen, boundary walls and hard standing

1138/25/ARC Approval of Details Reserved by Conditions

Decision: Discharge of Condition Approved

1138/25/ARC Approval of Details Reserved by Conditions

Site Address: Ermington Workshops, Unit 8A, Ermington, PL21 9NT

Description: Application for approval of details reserved by condition 4 (Odour Management Plan) of planning consent

3703/24/FUL

## 012/2025 FINANCE

RESOLVED the following payments:

- (i) Bank balances: -  
Lloyds Bank Business Account Bank Statement as at 10 March 2025 = £21,879.11  
Lloyds Bank Treasurers Account bank statement as at 14 April 2025 = £1,838.38  
NatWest Account 31 March 2025 = £70,613.64

- (ii) Receipts: - £19.78 bank interest Lloyds Bank Comm Inst Assess  
£74.89 bank interest NatWest Business Reserve

(iii) Payments:- RESOLVED to make the following payments:-

Description	Gross	VAT	Net
Parish Clerk – April 2025 salary	£667.80	-	-
HMRC – Parish Clerk	£166.80	-	-
DB Computer Repairs – maintenance of parish council website April 2025	£45.00	-	-
NALC Affiliation Fee, DALC Service Charge, DALC Affiliation Fee	£350.75	£45.75	£305.00
The Community Heartbeat Trust (Solutions) Ltd - Annual Support Cost Year 10 (min 4 years) 01/06/2025 - 01/06/2026	£162.00	£27.00	£135.00
Brandon Hire Station – 1 event toilet hire Ermington Playing field	£308.40	£51.40	£257.00
Internal Auditor – Penny Clapham	£104.90	-	-

(iv) Grant Request(s) – None

**012/2025 FINANCE (continued)**

(v) RESOLVED to approve the Financial Statement and Earmarked Reserves:

<b>Financial Statement</b>	
Lloyds Bank Business Account bank statement as at 10 March 2025:	<b>£21,879.11</b>
Lloyds Bank Treasurers Account bank statement as at 14 April 2025:	<b>£1,838.38</b>
NatWest Bank Business Reserve Account as at 31 March 2025:	<b>£70,613.64</b>
Less: any unrepresented payments:-	£0.00
<b>Total Funds =</b>	<b>£94,331.13</b>
<b>Earmarked Reserves</b>	
Repairs that may be required to the Reading Rooms, Ermington	<b>-£500</b>
A3121 - speed reduction from 40 mph to 30 mph etc.	<b>-£10,000</b>
<b>Total uncommitted Funds =</b>	<b>£83,831.13</b>

(v) Parish Councillors reviewed spend and income to date, against budget 2025/2026 - no issues raised.

(vi) To approve End of Year Accounts 2024/2025.

(vii) RESOLVED the dates for the period for the exercise of public rights = 3 June – 14 July 2025.

(viii) RESOLVED to increase the Parish Clerk's annual salary by 4%.

**013/2025 INTERNAL AUDIT REPORT**

Email address to be changed for parish councillors. RESOLVED the Clerk to ask David Brett. **ACTION: Clerk**

**014/2025 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 1 2024/2025 - TO APPROVE AND SIGN DOCUMENT**

RESOLVED to approve and sign the document.

**015/2025 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 2 2024/2025 - TO APPROVE AND SIGN DOCUMENT**

RESOLVED to approve and sign the document.

**016/2025 PARISH COUNCIL'S REGISTER OF ASSETS AND REVIEW ASSET REGISTER POLICY**

RESOLVED to make no amendments.

**017/2025 STANDING ORDERS, FINANCIAL REGULATIONS TO BE REVIEWED IN LINE WITH NALC'S GUIDANCE**

RESOLVED that Cllr Messham will review documents with the Parish Clerk. **ACTION: Cllr Messham and Clerk**

**019/2025 CORRESPONDENCE TO NOTE**

*Some of the correspondence listed below can be viewed on the parish website: -*

Email from parishioner: Planning Application for Temporary Dwelling to support equestrian business. RESOLVED that Cllr Savery will liaise with the parishioner. **ACTION: Cllr Savery**

Fete at the Fawns Farm 9/8/25, 1200 – 1900 hours in aid of St Lukes and Yealmpton Pre-School

Cllr Owens sent the following report to Parish Councillors:

**Speedwatch** - April

Thursday 3 rd April 12.00noon to 1.00pm  
Church Road travelling up North  
Traffic Volume: 113  
Vehicles exceeding 24 mph: 3 (3%)  
Maximum speed: 26 mph  
Thursday 10 th April 3.00pm to 4.00pm  
Church Road travelling North East  
Traffic Volume: 119  
Vehicles exceeding 24 mph: 3 (3%)  
Maximum speed: 25 mph  
Thursday 17 th April 10.00am to 11.00am  
Town Hill travelling up North  
Traffic Volume: 110  
Vehicles exceeding 24 mph: 8 (7%)  
Maximum speed: 27 mph

**Footpaths - April**

South Ramblers have sent details of the positions of waymarks for the South Hams Way for the Ermington section of the walk.

**Church** – April I have been elected onto the Parochial Church Council. I have made a declaration of interest to South Hams District Council within the 28 days legal requirement.

The second handrail to the Lychgate steps has been fitted. The installation of handrails has been funded through 2 anonymous donations.

The Ermington bell ringers won first place in the bell ringing competition at Kingsbridge on Saturday 3 rd May.

**020/2025 TO CONFIRM THE DATE AND TIMES OF JUNE 2025 PARISH MEETING**

It was RESOLVED that the date of the next Parish Council meeting will be held on [Tuesday 3 June 2025](#) at [The Hub at Ermington Store and More](#) at [7.30 pm](#).

The meeting closed at 9.45 pm.

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(Ermington Parish Council Chair)

Date: 3 June 2025

**Agenda and minutes can be viewed on the Ermington Parish website - <http://www.ermingtonparish.com/parish-council>**