

ERMINGTON PARISH COUNCIL

The Minutes of the Parish Council Meeting held in the Reading Rooms, Ermington
on 4 November 2025 at 7.30 pm

Present: Cllrs Nicholas Toms (Chair), Robert Owens, John Messham, John Dunlop,
Margaret Grafton, Andrew Savery, Michael Knowles, Cliff Sumner and Denis Onley

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

Parishioner(s) / Visitor(s): 3

109/2025 ACCEPT APOLOGIES FOR ABSENCE

Apologies accepted from and District Councillor Alison Dewynter and Cllr Ian Creese.

110/2025 DECLARATIONS OF MEMBERS' INTEREST(S) IN RESPECT OF ANY ITEM ON THIS AGENDA

None

111/2025 EMAILED REPORT FROM DEVON COUNTY COUNCILLOR DAN THOMAS INCLUDING ITEMS FROM PAST MEETINGS

No report.

112/2025 REPORT FROM DISTRICT COUNCILLOR ALISON DEWYNTER INCLUDING ITEMS FROM PAST MEETINGS

No report.

113/2025 A3121 PROJECT

Cllr Thomas asked for clarification on what Ermington Parish Council require, a 30 mph signs or cars that drive at 30 mph.

Cllr Toms asked if Cllr Thomas if he could obtain costings for the project. **ACTION: Cllr Thomas**

114/2025 PUBLIC OPEN SPACE LAND BELOW "THE SPIRES"

Cllr Toms reported that Barratts have received tenders and a contractor has been choose. Barratts may be able to transfer the land directly to WATER.

115/2025 LOCAL GOVERNMENT REORGANISATION (LGR)

South Hams District Council - Meeting with 13 affected Parish Councillors re LGR (Teams only) on 19 November 2026.

Following submission on the 28 November 2025 the Government will begin its consultation and decision-making process. The proposal documents are available online now via our dedicated committee page:

<https://democracy.plymouth.gov.uk/ieListDocuments.aspx?CId=1327&MId=11288&Ver=4>.

Plymouth City Council submission, developed in collaboration with Exeter and Torbay, proposes the replacement of the existing two-tier system with four unitary councils:

1. An **Expanded Plymouth City Council**
2. An **Expanded Exeter City Council**
3. An **Expanded Torbay Council**
4. A new **Devon Coast and Countryside** Authority (covering the remaining area)

116/2025 FIRST PUBLIC OPEN FORUM

Parishioner thanked Cllr Toms for the work on the public open space. There is a person who would help with dealing with the area.

Cllr Knowles asked Cllr Thomas if there was any progress on the flooding at Westlake. Cllr Thomas is liaising with a parishioner who may be able to help.

117/2025 RESOLVE TO APPROVE THE PARISH COUNCIL MEETING MINUTES

RESOLVED to approve the Parish Council Meeting minutes of 13 October 2025 (as previously circulated).

Cllr Owens – proposed an amendment to the minutes reference 107/2025, Seconded by Cllr Messham and approved 5 Councillors from 9 present:

- Cllr Owens - Amendment
- Cllr Messham - Amendment
- Cllr Dunlop – Amendment
- Cllr Onley – Amendment
- Cllr Knowles - Amendment
- Cllr Savery – No amendment
- Cllr Sumner – No amendment
- Cllr Toms – No amendment
- Cllr Grafton – No amendment

118/2025 PLANNING

Planning Decision

2442/25/LBC Listed Building Consent Site Address: Penquit Manor, Penquit, PL21 0LU
 Description: Listed building consent for the installation of replacement windows & door
 Decision: Conditional Approval

2727/25/HHO Householder Application Site Address: Budlake, Ermington, PL21 9NG
 Description: Householder application for proposed alterations to external walls to include external insulation, new porch, permeable driveway, retaining wall, landscaping, raised deck & new double garage
 Decision: Conditional Approval

119/2025 FINANCE

RESOLVED the following:

- (i) Bank balances: - Lloyds Bank Comm Inst Access Account Bank Statement on 9 September 2025: **£21,965.33**
 Lloyds Bank Community Account Bank Statement on 15 October 2025: **£9,158.08**
 NatWest Bank Business Reserve Account on 30 September 2025: **£71,003.59**

- (ii) Receipts: - £12.15 bank interest Lloyds Bank Comm Inst Assess
 £65.30 bank interest NatWest Business Reserve

(iii) Payments: -

Description	Gross	VAT	Net
Parish Clerk – October 2025 salary	£695.18	-	-
HMRC – Parish Clerk	£173.80	-	-
David Brett – maintenance of parish council website October 2025	£50.00	-	-
Reimbursement to Clerk for renewal of your subscription Microsoft 365	£84.99	-	-
Reimbursement to Cllr Creese – purchase of road cones and new light fitting for the upstairs Reading Rooms from Screwfix	£46.96	-	-

(iv) Financial Statement and Earmarked Reserves:

Financial Statement			
Lloyds Bank Community Account 15 October 2025:	£9,158.08		
Lloyds Bank Comm Inst Access 9 September 2025:	£21,965.33		
NatWest Bank Business Reserve Account as at 30 September 2025:	£71,003.59		
Total Funds	£102,127.00		
			Cheque
Less: any unrepresented payments:-	-£6.75	Lloyds Payment	
	-£173.80	001718	
	-£50.00	001720	
	-£377.20	001721	
	-£237.60	001722	
	-£98.56	001724	
Total Funds =	£101,183.09		
Earmarked Reserves			
Repairs that may be required to the Reading Rooms, Ermington	-£500		
A3121 - speed reduction from 40 mph to 30 mph etc.	-£10,000		
Total uncommitted Funds =	£90,683.09		

119/2025 FINANCE (continued)

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

(vi) RESOLVED the Ermington Parish Council's budget for 2026/2027

Discussion took place on the Precept increase for 2026/2027 – proposed to increase the precept for 2026/2027. The increase to be RESOLVED at the December 2025 parish council meeting

(vii) Grant Request – None

(viii) RESOLVED to purchase two speed indicator devices, one for Bunkers Hill, Ermington and one for Westlake to a maximum cost of £6,000. **ACTION: Cllr Savery**

120/2025 FUTURE OF THE READING ROOMS AND CONDITION OF THE BUILDING

A Freedom of Information request from a parishioner was read out by the Chair. Within the letter the following questions were raised - future of the Reading Rooms and condition of the building.

RESOLVED to obtain an estimated sale price for the Reading Rooms. **ACTION: Cllr Toms**

121/2025 PARISH POTHOLE REPAIR TEAM REPORT

The pothole team are progressing the repairs around the parish.

122/2025 ERMINGTON PARISH MAGAZINE

RESOLVED Cllrs Messham and Savery will liaise with a parishioner who may be interested. **ACTION: Cllrs Messam and Savery**

Digital version to be explored by Cllr Dunlop. **ACTION: Cllr Dunlop**

123/2025 DEMENTIA FRIENDLY PARISH – Cllr Grafton

RESOLVED that a plan will be drawn up to identify areas that may need addressing to help with those who have dementia. A training session for parishioners to be arranged.

124/2025 REVIEW OF ERMINGTON PARISH COUNCIL NOTICE BOARDS – Cllr Grafton

Cllr Grafton circulated information to replace the notice board near Ermington Square which is not in good condition. Cllr Toms has a notice board that can be placed in The Hub at The Store and More, Ermington.

RESOLVED Cllrs Sumner and Savery will produce a prototype. **ACTION: Cllrs Sumner and Savery**

125/2025 COMMUNITY ACTION PLAN – Cllr Grafton

Sustainable South Hams Community Action Plan was discussed. RESOLVED Cllr Grafton will be the parish council representative to attend meetings. **ACTION: Cllr Grafton**

126/2025 COUNCILLORS BREACH OF CODE OF CONDUCT

To note the decision of the Monitoring Officer in relation to a finding of a breach of Code of Conduct by a Parish Council Member, and to formally recognise sanctions recommended by SHDC Monitoring Officer and vote to implement the Monitoring Officers recommendations of training - Code of Conduct Training and Register of Interests Training by Devon Association of Local Council's on Tuesday 6 January 2026, 6.30 pm at Ermington Reading Rooms.

Cllr Messham wished to propose that no further action is taken by the parish council following the breach of the Code of Conduct. The Clerk pointed out that the parish council could not take any action and to contact the Monitoring Officer if he had an issue. The Clerk pointed out she had taken advice and the parish council could not take any further action against Cllr Sumner.

Cllr Toms pointed out the action has been dealt with and training arranged as discussed at last month's meeting.

The meeting became disorderly and the Clerk left the meeting at 9.40 pm.. The meeting was not formally closed, but those present then left the room.

a) Ermington Parish Church liaison = Cllrs Owens and Messham

Gransmore Memorial Clock

Following last month's meeting and reporting the annual service cost of £467, here are the costs of maintaining the Gransmore Memorial Clock, since the autowinder was installed in 2018:

	Cost	
2018	available	Clock refurbished and auto winder installed.
2019	£0.00	
2020	£0.00	
19-Apr-21	£906.43	Repair and annual service
15-Jul-22	£657.60	Repair and annual service
27-Feb-23	£180.00	Repair
27-Aug-24	£502.80	Repair and annual service
19-Feb-25	£966.00	Repair funded by Parish Council grant
02-Sep-25	£466.80	Annual service

The Lychgate (which is a listed grade 2 building) is in need of repair to the roof, guttering and underlying timber. The estimated cost quoted is of the order of £20k. The Church is looking for ways to fund the repair, by seeking grants.

However, grant makers are more sympathetic, if there is matched funding from public subscription. Whilst we look to the generosity of individuals, and given this is a historic part of Ermington Parish, we will be asking the Parish Council to support our fundraising by applying for a grant from the Council.

The alabaster panel forming part of the Reredos is cracking. The Church has commissioned an expert report on remedial repairs, for which we have received a grant from the Church of England which partly offsets the cost.

There have been 4 Churchyard working parties in October, where we have cleared the back nature field for wild flower planting and have removed all the ivy from the retaining wall behind the Church.

This Sunday 9th November, we will have an Act of Remembrance at 10.50am at the War Memorial. Cllr Nick Toms will be representing the Parish, reading the names of the fallen and presenting the wreath. I have informed the Police about motorists being delayed by the public standing in the road and I am seeking volunteer Road Marshals to liaise with motorists and ensure safety.

Forthcoming events:

Twilight Fair Saturday 6th December at 5.00pm

Christingle Service Sunday 14th December at 11.00am

Carol Service Thursday 18th December at 7.00pm

b) Community Speed Watch report = Cllr Owens – We have a new site on the driveway of Overstrand on Totnes Road (A3121) to monitor traffic travelling south west. (we previously did not have any sites monitoring in this direction).

Having looked a parishioner's offer to use their driveway on the A3121, we concluded the visibility there was poor and that at Overstrands was better. Our thanks are extended to the parishioner to permit use of this site.

Thursday 6th October 2 Speedwatch volunteers will be attending the annual Speedwatch conference. This forum is an excellent way of networking and engaging with the Police in making the roads in Ermington safer.

Here are the Speedwatch

Thursday 11th September 4.30pm to 5.30pm

Church Road travelling South West

Traffic Volume: 210

Vehicles exceeding 24 mph: 1

Maximum speed: 24 mph

Friday 26th September 4.30pm to 5.30pm

Mill Hill, on Church Road travelling North East

Traffic Volume: 155

Vehicles exceeding 24 mph: 11

Maximum speed: 27 mph

Thursday 2nd October 4.30pm to 5.30pm
Town Hill travelling up North
Traffic Volume: 128
Vehicles exceeding 24 mph: 5
Maximum speed: 26 mph
1 Abusive Driver

Thursday 9th October 3.00pm to 4.00pm
War Memorial, Bunkers Hill travelling up North West
Traffic Volume: 55
Vehicles exceeding 24 mph: 0
Maximum speed: 23 mph

Thursday 16th October 4.30pm to 5.30pm
Town Hill travelling up North
Traffic Volume: 102
Vehicles exceeding 24 mph: 5
Maximum speed: 27 mph

Friday 22nd October 3.00pm to 4.00pm
Mill Hill, on Church Road travelling North East
Traffic Volume: 113
Vehicles exceeding 24 mph: 5
Maximum speed: 27 mph

Thursday 30th October 2.00pm to 3.00pm
A3121 travelling South West
Traffic Volume: 196
Vehicles exceeding 46 mph: 1
Maximum speed: 47 mph

c) Road Warden Scheme and maintenance of the speed cameras = Cllrs Savery and Creese

d) Assessment of Parish Footpaths = Cllr Owens - FP11 through Fawns Farm. The issue of about levelling the camber of the footpath as it ascends towards Ermington Woods remains; I have not had the time to progress finding funding for this work to be done.

e) Meet Your Councillor's Clinic (25 January 2025) actions = Cllr Sumner

f) Feedback from the Ermington Environmental Group = Cllrs Dunlop and Savery

g) Ermington Primary School liaison = Cllr Toms

128/2025 SECOND PUBLIC FORUM

Did not take place due to the meeting being closed.

129/2025 REVIEW GRANT AWARDING POLICY AND PROCEDURE, FREEDOM OF INFORMATION AND PUBLICATION SCHEME, TRAINING POLICY, COMPLAINTS POLICY

Discussion did not take place as the meeting had closed.

130/2025 CORRESPONDENCE TO NOTE

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

Email from parishioners - After the recent incident of a speeding articulated lorry damaging vehicles and properties in the Square and Chapel Street last Tuesday morning (14 October 2025), we would like to have HGVs barred from entering Chapel Street. We would also request that a 20-mph restriction start at the junction at the top of Chapel Street. There have been many incidents over the last 40 years of walls, vehicles and property being damaged on a regular basis. Since the arrival of Sat Nav the volume of traffic using the street has increased considerably.

Devon and Somerset Fire and Rescue Service Precept Survey

131/2025 DATE, TIME AND VENUE OF THE NEXT PARISH COUNCIL MEETING

The date of the next Parish Council meeting will be held on [2 December 2025](#) at [The Hub, Ermington Store and More, Ermington Reading Rooms](#) at 7.30 pm.

The Chair of this meeting does not believe that the minutes of the meeting of Ermington Parish Council the held on 4 November 2025 in respect of minute reference 117/25 as highlight in italics, were a correct record but his view was not upheld by the meeting, and the minutes are confirmed as an accurate record of the proceedings.

Nicholas Toms

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Date: 2 December 2025

(Ermington Parish Council Chair – Cllr Nicholas Toms)

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