



# Coffinswell Parish Council

Serving the Communities of  
Coffinswell & Dacombe

The Cirl Bunting is the UK's rarest farmland bird. The entire breeding population is found between Exeter and Plymouth.

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## MINUTES OF THE COFFINSWELL PARISH COUNCIL MEETING TUESDAY 20<sup>th</sup> JUNE 2023 7PM AT ST BARTHOLOMEW'S CHURCH

**Present:** Cllr N Orchard (Chair), Cllr S Avery, Cllr C Bell, Cllr S Spokes and Cllr M Atkinson  
**In attendance:** Cllr J Radford,  
Mrs L Moore – Parish Clerk  
Tim Rumball  
Seven members of the public

1. **The Chairman opened the meeting at 7.00pm**, and apologies for absence were received from Cllr Brent
2. **To declare any interests arising at this meeting.**  
None
3. **Reports:**
  - 3.1 County Councillors' report. Read by Cllr Dewhirst and is available to view on the website.
  - 3.2 District Councillors' report.  
Cllr John Radford reported that with Cllr Taylor's communications with TDC Departments there should shortly be a satisfactory closure to the removal of the abandoned caravan located in Orestone Lane; and regarding the second caravan reported, Cllr Avery confirmed that this was no longer a problem as it had been moved.  
Cllr Radford confirmed that Cllr Taylor had now been appointed to the Planning Committee and Standards Committee, and he had been appointed to the Licensing Committee and Regulatory Committee.
  - 3.3 Police Advocate and Neighbourhood Watch reports and updates.  
Nothing to report.
4. **Approval to consider, amend as agreed by the Council and approve the minutes of the following meeting:**  
It was agreed by all to approve the Minutes of the meeting held Tuesday, 16<sup>th</sup> May 2023
5. **Finance**
  - 5.1 It was agreed by all to approve the payments schedule.
  - 5.2 It was agreed by all to approve the bank reconciliation for May 2023.
  - 5.3 The budget update for period 1<sup>st</sup> April 2023 to 31<sup>st</sup> May 2023, was presented with no matters arising.
6. **Audit 2022-23**
  - 6.1 The Internal Auditor's Report was noted.

- 6.2** The Annual Governance Statement was agreed, approved, and signed.  
**6.3** The Accounting Statement was agreed, approved, and signed.  
**6.4** The Certificate of Exemption Form 2 was agreed, approved, and signed.

**7. Funding & Grants:**

The Chairman confirmed that the Parish Council had received £300 under P3 Grant to cover chippings for Footpath 1.

**8. Footpaths & Highways**

The Chair confirmed that Tim Rumball has agreed to take over the maintenance of the paths and the equipment.

The Chair, on behalf of the Parish Council, apologised for the lack of maintenance on some of the footpaths, but confirmed that with the recently assessed fully operational kit that attention had now been given to Footpaths 1, 2 and 4, which were fully passable. He also reported that the path on the edge of the 14-acre field had also been attended to as the Blackthorn shoots from the hedge had encroached onto the path: the thorns of which can be very hazardous to dogs as recently complained by some dog walkers.

The two paths over Kerswell Hill have yet to be completed, and, due to the work involved, this would naturally require more than one person to conduct the task.

The Parish Council are asking for more volunteers to assist in the strimming, etc. and it was emphasised that also a full training course would be provided which would also meet any Insurance requirements.

The Chair advised that a parishioner has asked for something to be done concerning motorbikes using Bridleway No.8 towards St Marychurch Road and back. When the motorcyclists were challenged, they advised that they were using Google maps and that there were no signs forbidding access. The Chair explained that there were no official signs, but landowners have erected their own signs and went onto explain what types of signs were erected on the different access points for the Bridleway.

Discussion followed concerning the access purposes for the houses and other access by horse riders and cyclists and the signs that would be required; also, the types of gates that could be installed to deter motorcyclists but not prevent horse riders. It was also pointed out that there is also a sensitive nature area in this vicinity.

Cllr Dewhirst asked that the review of the signage matter be reported to him, and he will undertake to refer the matter to the Public Rights of Way Officer at D.C.C.

The Chair also advised that the Connybeare Lane signpost pointing to Coffinswell requires reinstatement. He confirmed that this has been lodged on the D.C.C. website and has received an acknowledgement.

**9. To note any correspondence received**

To include any other items that do not relate to planning or enforcement, plus any other standing orders that have been omitted on this agenda, that should be otherwise included.

None

**10. Parish Matters:**

10.1 The Chair advised that he had looked at the costing of a Defibrillator being established in Dacombe due to the distance to travel to the one situated in Coffinswell. The costing would be in the region of £1,500. This would be the same type and model as the existing one with a key code lockable cabinet.

The Chair pointed out that the Parish Council have sufficient CIL Funds (which must be used within five years) to fund this. The Chair asked for comments from the Councillors. Cllr Avery pointed out that the Caravan Site would vastly benefit from this as they don't have one, and after discussion, it

was agreed that he would approach the Caravan Site owners to ascertain if they would contribute towards the cost.

Discussion then followed as to the Defibrillator's location, and it was agreed that it would be favourable to locate near the Noticeboard at Dacombe Cross.

The Chair proposed that £1,500 from the CIL Fund be spent on the new Defibrillator to be in Dacombe even if the Caravan Site does not wish to contribute. All Councillors voted unanimously to accept.

**10.2** First Aid training for the Councillors and Parishioners was discussed. The Chair pointed out that it has taken a little time to find and obtain quotations for such training, as most First Aid Training Courses are designed for specific situations. He confirmed that he had obtained two costings – one for £550 for a 4-hour Certificated Course for 12 persons, and the second for a 3-hour non-Certificated Course tailored to cover CPR and Defibrillator training and other issues for £250 for 10 persons. The latter person being recommended by Cllr Jane Taylor who gave a training course in Kingskerswell last year. Unfortunately, the Chair felt that the whole costing could not be borne by the Parish Council, but it was agreed by the Councillors that the Parish Council could contribute some £200 to the overall cost with a charge in the region of £10.00 to those wishing to attend the Course, of which numbers of interested persons not yet fully known.

Cllr Dewhirst advised that Haccombe & Combe recently held a similar training session, and the charge was £10 per attendee. He undertook to send the details of the Parish Clerk for contact purposes.

The Chair undertook to contact the Parishioners for an indication of those interested to attend.

Cllr Bell stated the idea of tailoring the training session would be ideal in view of covering accidents that do occur within the area as regards to farming, horse riding, and indeed cycling, as well as covering heart attacks and CPR.

The Councillors voted unanimously to spend £200 on First Aid Training.

**10.3** The Parish Council 2024 meeting dates were discussed and agreed.

**10.4** To receive any further updates on parish matters.

None

## **11. Planning & Enforcement Public Question Time:**

A period of 10 minutes will be allowed for members of the public to ask questions or make comment regarding planning applications and/or enforcement issues that affect Coffinswell Parish Council.

None

## **12. Planning:**

**12.1** To discuss the following planning applications.

**23/01002/HOU and 23/01003/LBC** – Manor Cottage, Coffinswell  
Replacement single storey rear extension and replacement windows

The Chair advised that the Parish Council had supported a planning application for this property in January 2022, which was rejected by the TDC due to inappropriate design of the conservatory and materials, etc used for Grade II Listed property. The owners have now referred to their Architect and submitted a further design. The Chair invited Mr. and Mrs. Claydon to talk about their revised planning application. Discussion then followed concerning the darkness of the cottage and the reasons for the application and the original design which was more contemporary with architectural merit than the new design which has now been submitted. After discussion concerning Heritage England and the TDC Planning Department, Cllr Avery stated he felt that the original drawing had a lot of merit, and, with the cottage being on the edge of the conservation area the original proposed extension would indeed blend in. Due to the length of time the matter had been

pending, Cllr Avery also proposed to speak to the Conservation Department Officer (who also would be attending the TDC Planning Meeting on the following night) to discuss the situation and the two designs. Mr. and Mrs. Claydon were in full agreement.

The Parish Council fully supported this suggestion by Cllr Avery, and it was duly noted that the Parish Council did support the application but with the provision that the first design was much preferred. It was agreed that the wording for the TDC Planning Application response by the Parish Council would be provided following Cllr Avery's discussion with the Officer and sent to the Councillors for authorisation and then the Parish Clerk for submission.

**23/00938/CAN – Dodwell Cottage**, Road from Westcombe Park to Princess Cottages.

Proposed: T1, Willow: Fell

The Parish Council unanimously agreed to support the application.

**23/00956/CAN – The Old Rectory** – Road past Old Rectory

Proposed: T16, Cherry: 10% crown reduction by removing one metre from crown spread; remove southwest limb, remove deadwood.

Proposed: T17, Apple: Fell and replant with another apple tree.

The Parish Council unanimously agreed to support the application.

The Chair advised that a further two planning applications had been received which were too late to add to the Agenda for this meeting. Because the applications would require full discussion by the Parish Council, and the TDC responses are required by 1<sup>st</sup> of August 2023, he advised that an Extraordinary Parish Council Meeting would need to be held during July, and further details would follow in due course.

**13. Enforcement Issues:**

**13.1 Update concerning Orestone Lane**

The Chair stated that the Parish Council were very grateful that Cllr Jane Taylor has been involved in this situation, and that everyone is fully aware that this is an abandoned vehicle. It is reported that the caravan will be removed shortly.

**13.2 To receive any updates on outstanding enforcement issues.**

None

**14. General Public Question Time:** a period of 10 minutes allowed

A member of the public asked how to stop the situation occurring again in Orestone Lane and it was suggested that boulders be placed strategically. However, since the boulders would encroach on the passing area it was suggested that the "salt box" be slightly relocated, but it was decided to wait until the caravan had been moved so that further judgement could be made in view of the road is a public highway.

A parishioner raised the question of the jetting machine had yet visited Dacombe, and it was confirmed there had been a visit. They also referred to one of the garden seats needs attention and the potholes near The Bothy. Cllr Spokes advised that it is very important that people do report the potholes which can be done on the DCC website and also the fly-tipping on the TDC website. The public can add their names to existing reports.

**15. To note the date of the next meeting:**

Tuesday 19<sup>th</sup> September 2023

The meeting ended at 8:25pm

Signed:  
Chairman of Coffinswell Parish Council

Dated: