

KENTISBEARE PARISH COUNCIL
Minutes of the Annual Meeting of the Parish Council held on Tuesday 12th May 2026
held in Kentisbeare Village Hall at 7.30pm

Present: Cllrs. Nick Allan (Chairman), Neil Woofenden, Mrs Elise Ellicott, Martin Disney, Mrs Felicity Ryan, Edd Southerden, DCC Cllr. James Buczkowski, MDDC Cllr. Cathy Connor (part of meeting) and the Clerk. One member of the public was present in respect of co-option and was co-opted at agenda item 3.

60/05/26. Election of Officers: **a) Chairman** - Cllr. Allan was proposed by Cllr. Disney and seconded by Cllr. Mrs Ellicott. There being no other nominations Cllr. Allan accepted the office and signed a Declaration of Acceptance of Office form.

b) Vice-Chairman - Cllr. Woofenden was proposed by Cllr. Allan and seconded by Cllr. Mrs Ryan. There being no other nominations, Cllr. Woofenden accepted the Office and signed a Declaration of Acceptance of Office form.

61/05/26. Apologies: Cllr. Oliver Forster.

62/05/26. Co-option. Mrs Irene Edwards was co-opted on to the Parish Council. Cllr. Allan proposed the co-option and all councillors were unanimous in their decision to co-opt Mrs Edwards who signed a Declaration of acceptance of Office form.

63/05/26. Declarations of Interest: None

64/05/26. Appointment of Representatives to Advisory Groups:

a) Planning: Following details of applications being circulated to all, Cllr. Woofenden to provide information at meetings with assistance when necessary from Cllrs. Allan, Disney and Forster. The full council will endeavour to attend any site visits deemed necessary.

b) Finance: The full council is responsible for the finance. A sub group was agreed of Cllrs. Woofenden, Allan and the Clerk; any other councillor may attend if so desired. Signatories on the Lloyds bank account to be Cllrs. Disney, Mrs Ellicott, Allan, Southerden, Woofenden and the Clerk. The Clerk to be the Responsible Finance Officer. Cllr. Forster to ensure that there is a sound system of internal control, including the preparation of the accounting statements, prior to the approval of the annual governance statement and accounting statements by the full council at the end of each financial year.

c) The Parish Paths and Silver Wood: It was resolved to appoint Cllrs. Mrs Ellicott (P3 coordinator), Allan, Disney, Southerden, Forster, Mrs Edwards and the Clerk.

d) Playing Field: It was resolved to appoint Cllrs. Southerden, Mrs Ellicott, Forster and the Clerk.

e) Pump Track: It was resolved to appoint Cllrs. Woofenden, Southerden, Mrs Ellicott, Forster and the Clerk.

f) Highways: It was resolved to appoint Cllrs. Disney and Woofenden.

g) Website: It was resolved to appoint the Clerk with assistance from the Digital Communications Assistant as instructed by the Clerk and/or the Parish Council.

h) Personnel: It was resolved to appoint Cllrs. Allan, Woofenden, Disney and Mrs Ellicott.

i) History: It was resolved to appoint Cllrs. Mrs Edwards and Mrs Ellicott.

j) Community Wellbeing: It was resolved to appoint Cllr. Mrs Ryan.

65/05/26. Appointment of Representatives to:

a) The Village Halls - Kentisbeare Village Hall Committee & Blackborough Village Hall Committee: It was resolved to appoint the Clerk to Kentisbeare Hall and Cllr. Southerden to Blackborough Hall.

b) Blackdown Hills Parish Network: It was resolved to appoint Cllr. Southerden and the Clerk.

c) Culm Garden Village Proposal. (i) Delivery Board: As Chairman and Vice-Chairman of the Parish Council, Cllrs. Allan and Woofenden will represent the Parish Council. The Clerk will act as a reserve.

(ii) Stakeholder Forum: It was resolved to appoint Cllrs. Allan and Woofenden. Cllrs. Mrs Ryan, Mrs Ellicott and the Clerk as reserve.

d) Connecting the Culm: It was resolved to appoint Cllrs. Allan and Forster and as in previous years - an interested member of the parish when available.

66/05/26. Approval of minutes: The minutes of the Parish Council meeting held on 14th April 2026 were approved and duly signed by the Chairman.

67/05/26. Matters Arising: None.

68/05/26. Planning & Planning Correspondence/Information:

a) Applications considered by the Parish Council:

-Blackborough House, Blackborough. Devon, EX15 2HJ - 26/00364/FULL Conversion and alteration of a semi-derelict building to form two dwellings (Revised Scheme) & **26/00365/LBC** Listed Building Consent for the conversion and alteration of a semi-derelict building to form two dwellings. No objections.

-24/00560/FULL Conversion and alteration of 5 barns to create 4 dwellings. Land & Buildings at NGR 306868 108436 (Ford Farm) Fore Street, Kentisbeare. Revised drawings – no objections.

b) Results of applications from Mid Devon District Council.

-26/00357/FULL Formation of vehicular access. Land at NGR 305410 106688 (North East of Aller Cross) Kentisbeare. Approved.

-26/00110/FULL Erection of one self-build dwelling following removal of garage and associated alterations to the south-west and north-east elevations of the existing dwelling. Orchard View, Bishops Rise, Kentisbeare. EX15 2BW. Permitted with conditions to discharge.

-26/00065/HOUSE Formation of new vehicular access and associated hardstanding. Galliards, Blackborough, EX15 2HH. Permitted with conditions to discharge.

-25/01647/TPO Application to crown raise branches over pavement to a height of 3m of 1 Oak Tree, protected by Tree Preservation Order 92/0008/TPO. 25 Parsons Close Kentisbeare, EX15 2BN. Permission granted.

c) Culm Garden Village: The next meeting of the Delivery Board is due to take place at the end of June.

d) Any other Planning Matters: None.

69/05/26. Highway: (i) DCC Cllr. Buczkowski will liaise with the Highways Department urgently regarding the cutting of the verges on the A373 at Post Cross. Enquiries will be made regarding the timescale for cutting the verges at the end of Yerris Road. Cllr. Southerden will report back with possible volunteers from Blackborough for the Road and Snow Warden Schemes following which a meeting will be arranged with the NHO to discuss further. (ii) Various parishioners have reported an oil spill in Machine Lane to the Environment Agency - DCC Cllr. Buczkowski has also made contact.

70/05/26. Reports.

a) The Clerk: MDDC has launched a refreshed Visit Mid Devon website which is designed to make it easier for residents and visitors to discover places to visit, events, and local businesses across the district. Parish and Town Councils are invited to have a dedicated page – details will be circulated for information to be provided.

b) The Chairman/Vice-Chairman: None.

c) Any Reports from MDDC and DCC Councillors: MDDC Cathy Connor arrived & submitted a written report, details include - a summary of recent cabinet and council decisions along with information on funding, events and opportunities. Cabinet decisions April 2026 - MDDC agreed a number of decisions: A new Customer Care Policy was approved, setting clearer standards for how residents are supported and how enquiries are handled. A new leisure pilot to support unpaid carers was approved. Key policy changes - adoption of an updated Anti-Social Behaviour Policy and approval of a new Community Asset Transfer Policy.

Environment and sustainability - approval of The Climate Action Plan 2026–2028, The Local Nature Recovery Strategy and a new Strategic Sustainability Grant Scheme to support local projects.

Other decisions - progress on planning guidance for anaerobic digesters, approval of a contract for a new temporary accommodation project.

The Crisis & Resilience Fund (CRF) and heating oil support - Devon will receive £1.3 million in additional support as global conflict continues to drive up heating oil costs.

Two motions were debated at the full council meeting of 22/04/26: Motion 609 – Recognising the Rights of Rivers. Council debated a significant environmental motion seeking to recognise the ecological, social and cultural importance of Mid Devon's rivers, including the Exe, Culm, Creedy, Lowman, Yeo, and the upper reaches of the Dart and Taw; to build on previous council commitments to river and marine protection; to align Mid Devon with DCC's decision of December 2025 recognising the rights of rivers. The motion acknowledged ongoing pressures from pollution, abstraction and climate change - council agreed to support the principles of the motion, with further work to follow through the scrutiny process.

Motion 610 – Anti-Social Behaviour. This motion addressed concerns regarding anti-social behaviour and the under-reporting of crime across Mid Devon. Key discussion points included - local crime statistics, residents choosing not to report incidents due to perceptions of police inaction, the resulting impact on recorded crime data and police resource allocation. Members highlighted the importance of encouraging residents to report incidents through appropriate channels so that policing decisions reflect real community experience and need.

Waste and Recycling Performance - Mid Devon continues to perform exceptionally well nationally ranking 10th out of 197 local authorities for waste and recycling with the district within the top 5% in England for its recycling and amongst the top 3% nationally for lowest residual household waste

-Details of the upcoming Landlord Networking Event which is an event for landlords and others involved in the private rented sector in Mid Devon.

Let's Talk Mid Devon – the survey ran from 27/10 to 08/12 and received 525 responses with results being used to inform council priorities, budget setting and service improvements. **Key findings:** Overall satisfaction with how the council runs things - 51% (stable year on year). Satisfaction with the local area as a place to live - 74%. Satisfaction with key services: Waste collection - 76%, Parks and green spaces - 56%, Street cleaning - 42%

Creative Communities Grant Scheme (Round 1) - Round 1 is open, community groups, businesses and organisations can apply for new projects with funding available for up to £5,000 for partnership projects and up to £1,000 for individual applicants.

d) P3 Footpaths, Parish Paths & Silver Wood. (i) Summer walks – dates for the series of walks were confirmed with the same format as in previous years and the first walk to be the Annual Clifford Pike Memorial finishing with light refreshments at The Wyndham Arms. The Clerk will arrange for the dates to be included in the next issue of KNet and the Parish magazine with further details to follow. (ii) The Woodland Trust will be reminded that repairs to the second bridge in Silver Wood have not been completed – the matter has been reported by the Clerk on two occasions with photographs submitted.

e) Any other reports: None.

71/05/26. Finance.

a) A report was given, the balances were noted as at 30/04/26 and the finance schedule was signed.

Direct Debits taken: Nest £95.01 - 07/04, EDF £50.88 - 10/04, Lloyds Bank Service Charge £4.67 - 20/04, Utility Warehouse £47.65 - 30/04.

Credits received: MDDC Precept first instalment £25,598.58 - 15/04, Website advertising: £120 - 01/04 and £35 - 28/04.

b) Payments were approved:

Payment 1	£ 13.81	SMA Services. Payroll Provider.
Payment 2	£ 300.00	Helen Rose. Website & digital communications.
Payment 3	£ 1059.33	Clerk – salary and expenses.
Payment 4	£ 414.00	R&R Services Ltd. Grass maintenance contract.
Payment 5	£ 360.00	Project Cosmic. Annual website hosting.

c) Annual Insurance Renewal – year 3 of LTA. Payment to Community First confirmed as £899.

d) Financial Assistance for the Chill and Chat coffee morning - DCC Cllr. Buczkowski agreed to support the project via The Locality Budget for £275; the Clerk will inform the Treasurer of the application process.

e) Advertising on the Parish website/KNet – one off adverts: It was agreed for a cost of £7.50 for one-off businesses advertising single adverts.

f) Any other financial matters: None.

72/05/26. Kentisbeare Play Area: The Clerk has cleaned the noticeboard. Due to availability arrangements for a date for the advisory group to meet at the pump track has not been possible; it is hoped that this can be arranged shortly.

73/05/26. Correspondence & Any Consultations. Clerks and Councils Direct. CPRE Centenary Issue. Generic emails.

74/05/26. Items for information, future agenda items, and dates of future meetings. Next meeting – 09/06/26.