

# Burlescombe Parish Council

30 September 2024

To: All members of Burlescombe Parish Council

Dear Councillor

You are duly summoned to attend a meeting of the **Burlescombe Parish Council** to be held in Westleigh URC on Monday, **7 October 2024 at 7.00pm**. The meeting is open to the press and the public.

Yours sincerely  
Susan McGeever  
**Acting Parish Clerk**

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## AGENDA

### 1. Apologies

### 2. Declarations of Interest/Dispensations

**To receive** any declarations of interest relating to business to be conducted at this meeting and  
**To consider** any dispensation requests and confirm any relevant dispensations.

### 3. Minutes of Previous meetings: to ratify the decisions made at and approve minutes of the meeting on 11 September 2024.

### 4. Public Participation

Members of the public may speak for a period of 3 minutes on matters they wish to bring to the attention of the Parish Council and these matters may be related to the item on the agenda. Unless the Chair elects to put down standing orders, members of the public may not speak during the remainder of the meeting.

### 5. Matters arising from the last minutes

Updates on matters arising from the last minutes will generally be raised under the appropriate agenda item

### 6. To receive a report on the Grand Western Canal Joint Advisory Committee meeting

### 7. To receive a report on the Extraordinary Meeting of the Broadpath/Hillhead Liaison Group

- Trees at the quarry

### 8. To receive a report from MDDC Councillors Westcott and Lock

From the Clerk

The Revised Town and Parish Charter received approval from the Cabinet.

Councillor Gwen DuChesne MBE has been appointed Cabinet Member for Parish & Community Engagement.

### 9. To receive a report from DCC Councillor Ray Radford

**10. To consider** the Parish Council's response to the following planning applications:

**24/01310/FULL**

Proposal: Change of use of religious retreat centre to residential dwelling

Location: Mill House Rocknell Manor Farm Westleigh

Site Vicinity Grid Ref: 305013 / 116655

Parish: Burlescombe 06

Deadline for comments: 26 September 2024 – extension agreed to 8 October 2024

**AHX/DCC/4358/2023**

Retention of existing deposition and temporary landfill site for the deposition of additional inert waste and a construction waste recycling facility with associated works including temporary buildings, access and landscaping, at Land at Greenway, Uplowman, Tiverton

Revised traffic plan

Deadline for comments: within 21 days of 12/9/2024 – extension agreed to 7 October 2024

*Response to be submitted following the meeting.*

**11. To receive a report from the Chair on:**

- Maps of the Parish
- Update on the Play Park from the Amenities Working Group including Sport England Active Places
- Councillor Training
- Clerk's position
- Civic duties
- Website / emails
- Community shop in Holcombe
- Emails from residents
- Bus stops

**12. To receive** the report from the Communications Officer (see supporting documentation)

**13. To receive** a report on the Councillor Advocate Scheme/local crime

**14. Highways Matters/Footpaths**

a) Consideration of The Devon and Torbay Local Transport Plan 4 (LTP4)

The strategic document that sets out the priorities for transport across the county between 2025 and 2040. Transport and connectivity have a vital role in helping make Devon and Torbay the best place to grow up, live happily and healthier, and prosper.

Our vision is that transport will facilitate sustainable growth and support reaching net zero carbon by 2050 at the latest. Well-integrated, accessible, and inclusive transport will improve travel choice and benefit the health and wellbeing of everyone.

There are six objectives underpinning the LTP to achieve this vision:

- o Decarbonisation
- o Easier Travel
- o Reliable and Resilient
- o Unlock Development
- o Greater Places for People
- o The Place to be Naturally Active

The draft Local Transport Plan document will be made available alongside other supplementary materials on the [Transport and roads Archives - Have Your Say \(devon.gov.uk\)](https://www.devon.gov.uk/transport-roads-archives) webpage from 1st October 2024.

- b) Consideration of the Devon Countrywide Local Cycling and Walking Infrastructure Plan  
 Devon Countywide Local Cycling and Walking Infrastructure Plan (LCWIP) public consultation, starting tomorrow (1 October 2024) until 30 November 2024. This has been aligned with the public consultation ongoing for the Devon and Torbay Local Transport Plan 4 (LTP4). The requirement for Local Authorities to produce LCWIPs is set out in the [Government's Cycling and Walking Investment Strategy](#). Developing an LCWIP follows a standard process of identifying cycling and walking improvements and strengthens Devon County Council's position to bid for future funding.  
 Devon County Council has three existing LCWIPs already adopted (*Exeter LCWIP, Heart of Teignbridge LCWIP and Barnstaple with Bideford and Northam LCWIP*) and two more in development (*Cullompton and Tiverton LCWIP and Clyst Valley and New Communities LCWIP*). The Countywide LCWIP will complement these existing LCWIPs. It develops upon the existing [Multi-Use Trail \(MUT\) Strategy](#) to identify potential high-level routes for connecting market towns and smaller communities across the county. This will help to inform active travel's place in the emerging Devon and Torbay Local Transport Plan 4 (LTP4) and will be one of the key documents feeding into its development.
- c) Matters pertaining to Burlescombe
- White lines at the railway bridge and school
  - Dip at Whiteball
  - Welcome to Devon sign
  - Potholes
  - Road Warden scheme
  - Snow Warden scheme
  - P3 Scheme (Footpaths)
  - New Neighbourhood Highways Officer
  - Speed limits in the village

**15. Financial matters:**

- a) Bank accounts
- b) Update on financial situation
- c) Consideration of grants:
- |  |         |
|--|---------|
| Westleigh United Reformed Church (grant request) | £300.00 |
| St Mary's Church                                 | £500.00 |

**16. Items for next meeting**

- Quotes for Ground Maintenance
- Quotes for replacing the perimeter fence at Westleigh Play Park
- Quotes for safety inspections at the Play Park
- Budget information and precept for 2025/26

**17. Dates of the next Parish Council Meetings**

4 November 2024

## **Burlescombe Parish Council communications update 7 October 2024**

### **Communications since last meeting**

1. Parish magazine – In the October issue of the Parish magazine, we shared an update that summarised key messages from the meeting on 11 September. It also highlighted our plans for the informal ‘meet the councillors’ session.

2. Facebook Posts on Facebook since the last meeting:

- A post summarising key messages from our meeting on 11 September, and highlighting the October meeting and informal drop-in session, as well as our intention to have a presence at the Halloween market in Burlescombe on Saturday 26 October.
- A post highlighting a free online safety webinar, as well as how to sign up for alerts from Devon & Cornwall Police about crime prevention, anti-social behaviour, witness appeals, community events and local good news.
- A specific reminder about the informal drop-in session.
- A post sharing the agenda for this meeting.

We continue to get positive responses to the regular updates through this channel.

3. Noticeboards In line with our approved comms plan, agendas and minutes have been posted in the Westleigh, Burlescombe, Appledore and Ayshford noticeboards. We also put up a poster specifically highlighting the informal drop-in session.

### **Future communications**

1. Parish magazine - The November issue deadline is in a few days’ time. Following the meeting a summary of key messages from this meeting will be drafted and circulated to Councillors.

2. Facebook: a. A summary of key messages from this meeting and informal drop-in session. b. Promotion of our presence at Burlescombe Halloween Market (see point 4). c. Any other topics that arise that warrant a standalone post.

3. Noticeboards – usual agendas and minutes as a matter of course.

4. Burlescombe Halloween Market, Saturday 26 October – we plan to have a table where people can come and speak to us, and find out key information – I’d propose some simple resources about who we are and what we do, alongside what sits in other organisations’ remits (e.g. MDDC and DCC). To be developed