

# CULMSTOCK PARISH COUNCIL

Website: [www.culmstock-pc.org.uk](http://www.culmstock-pc.org.uk)

Chairman: Lizzie Jones. Email: [lizzie@culmstock-pc.org.uk](mailto:lizzie@culmstock-pc.org.uk) Parish Clerk Email: [clerk@culmstock-pc.org.uk](mailto:clerk@culmstock-pc.org.uk)

## Notice of a Meeting of the Parish Council to be held on Wednesday 11th June 2025 in Culmstock Village Hall.

Members of the Public are welcome to attend and may address the Council at the start of the meeting. To ensure that the meeting runs as smoothly as possible, anyone wishing to speak, should endeavour to notify the Clerk by noon on the day of the meeting. At the discretion of the Chairman, the democratic period is limited to 15 minutes, and individuals may be limited to 3 minutes. No decision can be taken on issues raised within the democratic period unless the matter is already an item on the agenda. Following the democratic period public participation is only permitted by special invitation of the Chairman.

**To Members of the Council:** You are hereby summonsed to the above meeting for the purpose of transacting the following business.

## AGENDA

1. **Democratic Period.**
2. **Apologies:** Cllrs. Mrs R Balchin and Dr C Bass.
3. **Declarations of Interest.**
4. **Approval of Minutes:** of the annual parish meeting and the annual Parish Council meeting held on 14/05/2025.
5. **Matters Arising.**
6. **Planning and Planning Correspondence/Information.**
  - 6.1 Applications to be considered:  
[25/00718/FULL](#) Erection of 6 dwellings and associated works. Land at NGR 310020 113953 Linhay Close, Culmstock.  
[25/00636/FULL](#) Change of use of agricultural land to domestic garden and erection of garage and workshop building for ancillary use. Land at NGR 309504 114341 Prescott Barn Uffculme.  
To note an updated description in respect of the following 2 applications:  
-[25/00449/LBC](#) & [25/00447/HOUSE](#) - Listed Building Consent and permission for proposed re-render and replacement roof lights to house and installation of photovoltaic panels to outbuilding. Thornbank Farm, Fore Street, Culmstock. EX15 3JD. Grid Ref: 310151:113489.
  - 6.2 Notification of appeals submitted in respect of South Fork, Culmstock, EX15 3HW:  
-Notification of an appeal submitted regarding the service of an Enforcement Notice. Application Reference 23/00248/OPDEV. Appeal Reference: APP/Y1138/C/25/3365184, 3365185, South Fork, Land at NGR 310236 115114, Culmstock, Devon.  
-Notification of Appeal to the Secretary of State re: application [24/00848/FULL](#) - Change of use of agricultural land to allow the siting of 1 mobile home and associated works for the use of gypsy & traveller family (Revised Scheme)|South Fork Culmstock Cullompton Devon EX15 3HW. Appeal Reference PP/Y1138/W/25/3365163.
  - 6.3 Results from Mid Devon District Council:  
-[24/01631/LB](#) Listed Building Consent for the rethatching of roof with water reed. Barton Lands, Culmstock, EX15 3JX. Permission granted.  
[25/00501/PNCOU](#) Prior Notification for the change of use from Commercial, Business and Service (Use Class E) to a dwelling under Class MA. Pegga Holdings Limited, The Workshop, Culmstock. EX15 3HU. Permitted.
  - 6.4 Report from Parish Councillors that may have attended the MDDC Planning Committee meeting of 11/06 re: - [25/00346/PIP](#) - Permission in Principle for a phased development of between 3 and 9 Custom and Self Build dwellings. Land at NGR 310051 113426 North of Uffculme Road, Culmstock.
  - 6.5 Any other Planning Matters. (i) Report on CPRE Planning Workshop - 20/05. (ii) MDDC Planning Training & Updates. (iii) Devon Communities Together - Rural Housing Enabling and Housing Needs Surveys.

**7. Reports.**

- 7.1** The Chairman/Vice-Chairman.
- 7.2** The Clerk. (i) Report on DCT Emergency Planning Workshop - 20/05.
- 7.3** P3/Footpaths and/or Access.
- 7.4** Highways.
- 7.5** Blackdown Hills Parishes Network AGM 03/07/25.
- 7.6** Hillmoor Common.
- 7.7** Culmstock Cemetery.
- 7.8** Parish Bins - communication from a parishioner regarding the bin at The Cleeve.
- 7.9** Any other reports including reports from DCC & MDDC Councillors.

**8. Culmstock Play Area and Pavilion.**

- 8.1** Update on construction of Petanque pistes: Cllr. Mrs Zebedee
- 8.2** Thunderbox - update on order for toilet and quotation for levelling site: Cllr. Mrs Zebedee and the Clerk.
- 8.3** Any other matters.

**9. Finance.**

- 9.1** Finance report & to note the balances: To note the bank balance as at 30/05/25 - £66,498.40.  
Credits received: Stewardship Grant re: beacon 02/05 - £2000, cemetery Fees - 13/05 £200 & 16/05 £350.  
Direct Debits taken: Nest 02/05 107.14 & 31/05 £111.71, Lloyds Bank service charge 19/05 - £5.73.
- 9.2** To resolve to make payments:
  - 1. £ 867.41 Clerk - salary & expenses.
  - 2. £ 186.07 Parish warden - salary & expenses.
  - 3. £ 24.14 SMA Services. Payroll provider.
  - 4. £ 932.42 Countrywide Grounds Maintenance Ltd. Grounds Maintenance Contract.
  - 5. £ 18.00 Culmstock Village Hall. Room hire.
  - 6. £ 184.80 Eagle Plant. Portable toilet hire.
  - 7. £ 168.00 Microshade Business Consultants. DPO services - annual renewal fee.
  - 8. £ 161.26 Vision ICT Ltd. Annual fee for website hosting and support.
  - 9. £ 96.00 Sarah Leppard. Trees for Hillmoor Common.
  - 10. £ 200.00 Hospiscare. Grant.
- 9.3** Quotation for preparation of site for compost toilet.
- 9.4** Invoice from Uffculme Allotment Association - rent subsidy for Culmstock residents holding plots in Uffculme Allotment Association.
- 9.5 Annual Governance & Accountability Return (AGAR) & Audit 2024/25.**
  - 9.5.1** Internal audit – to note the internal audit report.
  - 9.5.2** Section 1 – To approve and sign The Annual Governance Statement 2024/25.
  - 9.5.3** Section 2 - The Accounting Statements for 2024/25. (i) To consider the Accounting Statements.  
(ii) To approve the Accounting Statements. (iii) Signature of the Accounting Statements by the Chairman of the meeting.
- 9.6** Any other financial matters.
- 10. Defibrillator:** Formal gifting of defibrillator and cabinet following ending of Memorandum of Understanding (MoU) with South Western Ambulance Service - letter for signature and return.
- 11. Correspondence & Any Consultations:** Correspondence: Mowing of potential wild life havens - communication received from a parishioner.
- 12. Review of staff salaries.**
- 13. Items for information, future agenda items, and future meeting dates.** Next meeting: 09/07/25.