

LYDFORD PARISH COUNCIL

Minutes of the meeting held on Tuesday 9th September 2025, commencing at 7:00 pm

Present: Cllr Hulett (Chair), Cllrs Moyse, K Lenton, L Lenton, Cook, Purnell. Cllrs Mott, Southcott (WDBC). John Pettitt

1. Public Session (15 minutes)

Cllr Moyse raised an issue initially raised by the residents of The Rectory who reported that they had experienced difficulties getting their vehicle plus trailer out of their driveway because of on-street parking. The assumption was made that the parking was a result of drivers parking in the street to avoid the parking charges.

2. Apologies for absence

No apologies received

3. Declarations of Interest

Councillor Hulett declared a personal interest in item 11 as his wife has applied on behalf of Nicholls Hall Trustees for grant funding. Councillor L Lenton declared a personal interest in the same item as she sits on the Hall Committee.

4. Minutes of the monthly meeting 8th July 2025

The minutes were accepted as a true record of the meeting and duly signed by the Chair.

5. Matters arising from the meeting 8th July 2025 which are not part of the agenda items. (See also Action Points from meeting).

The Clerk read to the council the content of an email received that afternoon in response to its complaint to RoSPA (To be circulated – **AP1**) Councillors expressed disappointment with the content of the email and it was felt that it may be appropriate to employ an alternative company in future years to carry out safety inspections.

There had been no help or guidance received from the bus company (Stagecoach) in response to the council's questions on whether they would be willing to collect passengers from a different location which would be disability-friendly. It was felt that the council will need to take the lead, possibly installing a ramp elsewhere at the turning bay. To that end the Clerk was asked to enquire of DNPA whether planning permission would be needed (**AP2**)

Despite messages to Richard Drysdale, the council has received no response from DNPA about the problem identified of a lack of provision for disabled users. Clerk to chase this up (**AP3**)

6. Affordable housing survey

Councillor Purnell confirmed that the survey questionnaire has been completed and is ready for distribution and data collection. Councillors agreed that the survey be distributed online to gauge the feeling of the community and any demand that may exist before proceeding to meetings and full distribution. To that end the link will be publicised in the parish magazine, on the website and the Facebook groups starting in mid October, to run for 6 weeks – until the end of November. (AP4 – Clerk to include in newsletter and produce website bulletin. Send link to questionnaire to Cllr Mott for inclusion on Facebook.

7. Parish meeting with local MP.

Councillors did not feel the need to meet with Geoffrey Cox, but agreed that Cllr Purnell might take the issues of inconsistency of broadband provision and mobile phone signal to the public session.

8. Highways

From local feedback, Skitt Lane is used frequently by parishioners using a variety of mechanised forms such as farmers' tractors, landowners pickups, recreational vehicles, as well as by pedestrians. No evidence of alleged damage having been forthcoming it was decided to take no further action on this point.

Councillors were surprised to find that no incidents involving riders had been reported to Highways in the last 5 years. Similarly surprising was that no collisions, near misses or "scares" were recorded on the British Horse Society database. It was agreed that the council would look into collecting its own data on the matter via a link on the website (AP5 – Clerk to produce very simple questionnaire on Forms and publish the link on the website, to be live for the month of October. This information will be used to inform any future action by the council.

9. Lydford Village website

Cllr Gilpin was not present to report on coming changes and provide a general update.

10. Planning

a. Although no planning applications were received in time to be circulated for consideration at the meeting, the Clerk reported that a notification of application for prior notification to erect an agricultural building at Raddon Farm (0306/25) had just been received by DNPA. It was agreed that because of the nature of the application, the letter from DNPA should be circulated to Cllrs for information. Responses to be required only where extreme issues or concerns were identified. (AP6 – Clerk to circulate).

b. Councillors noted the approval of application 0243/25 St Petrocks, EX20 4BH – Demolition of conservatory and construction of single storey extension to rear elevation.

c. Proposed council protocol for responding to planning application consultations (circulated)
A number of minor changes were suggested. These were accepted by the council. (AP7 – Clerk to amend the draft policy and circulate, for approval at October's meeting.

d. DNPA Consultation on proposed new planning documents.

The exact nature of the consultation was explained to Cllrs by Cllr Mott. At this point in time the most important outcome of the consultation is to gather users' thoughts on the future priorities for Dartmoor. The surveys are online until the end of September. (AP8 – Clerk to publish links on the website).

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11. Disability audit

Councillors approved a request from Trustees of the Nicholls Hall for the council to purchase a high back chair with arms for the use of disabled visitors to the hall, whilst the Trustees would purchase another (**AP9** – Clerk to organise).

There was some discussion on the suitability of the disabled bay provision at the Granite Way. Although the bay had been cleaned by a WDBC operative as had been requested, it was felt that the bay was still poorly marked. John Pettitt explained that most vehicles adapted for wheelchair users opened at the rear for ramps to be extended, allowing the user egress and access. The issue with the bay was that it was insufficiently large to allow that to happen, and vehicles parking closely at either end of the bay also restricted the deployment of ramps. (**AP10** – Chair to produce photographic evidence of the issues. **AP11** – Clerk to continue to press Highways to re-mark the bay.)

12. Finances

a. Councillors resolved to approve the payments:

i. J. Bright	£412.77	September salary
ii. HMRC	£98.79	PAYE & employers' NI contribution September
iii. Jim Jeffrey	£216.00	Lengthsman – clear footpath, Gorge Hill

Proposed Cllr Hulett, seconded Cllr L Lenton. All in favour.

b. Banking reconciliation for period 1.4.25 to 31.08.25

Duly noted by Councillors.

Opening balance 1.4.25	£10,606.72	Bank holdings at 31.08.25	
Add receipts	£5,947.97	Deposit Account	£12,136.07
Less payments	<u>£4,413.20</u>	Current Account	<u>£5.42</u>
	£12,141.49		£12,141.49

c. Internal Auditor for present financial year.

Councillors agreed to appoint Penny Clapham as the council's Internal Auditor for the present financial year 2025-26.

d. Payments made by the Clerk under the Scheme of Delegation were noted by Councillors:

J Bright (Salary, August)	£412.77
HMRC (PAYE & NI August)	£98.79

13. Business not listed on the agenda, by permission of the Chair.

The Chair will be attending the DALC online training courses on: An introduction to rural housing and An introduction to a local plan. (**AP12** - Clerk to arrange).

As the council had received no expressions of interest in attending a presentation from D&C Police on the subject of Cybercrime it was decided not to take the matter any further.

Meeting Closed at 20:27

Next meeting, Tuesday 14th October at 7.00 pm

	Action by	Action required	Outcome
1	Clerk	Circulate RoSPA response	Circulated 10.9.25
2	Clerk	Enquire from DNPA as to whether a ramp for disabled users to access the bus by the War Memorial turn-around might need planning permission	"DNPA will not offer advice over the phone or via email. A pre-application request will need to be submitted via the DNPA website"
3	Clerk	Follow up on lack of response from DNPA to concerns about lack of disabled toilet at the car park, and a disabled parking bay	20.9.25 Email to DNPA enquiries, to be forwarded to the officer in charge of disabled access. As yet, no reply.
4	Clerk	Include link to online questionnaire on Forms about affordable housing requirements in the village on website and in parish magazine	Bulletin written for website, awaiting final approval from Cllr Purnell. Included in newsletter article. Article and link to survey published. Link updated 25.9.25 – now fully functional
5	Clerk	Produce simple survey Form for publication on Lydford website to collect data on "near misses"	Published on website 14.9.25. To parish newsletter.
6	Clerk	Circulate planning application for Raddon's Farm	Circulated 10.9.25
7	Clerk	Amend Planning policy in line with amendments agreed, and circulate for approval at October meeting.	Amended and circulated 10.9.25
8	Clerk	Publish links to DNPA consultation questionnaires on website	Survey closed before links could be circulated in meaningful time.
9	Clerk	Organise the purchase of identified disabled chair for the use of parishioners at the Nicholls Hall	Two such chairs purchased. Delivered 16.9.25. Cost of one chair to be recovered from Hall Trustees.
10	Cllr Hulett	Provide photographic evidence of the paint and layout issues of the disabled bay at the Granite Way	Received 16.9.25
11	Clerk	Use photographic evidence to support pressure on Highways to re-mark disabled bay at the Granite Way	Email to Brad @ Highways 19.9.25. Reply rec'd 24.9.25. The officer is requesting more information "internally" as the bay was implemented before his time in office.

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12	Clerk	Arrange for Cllr. Hulett's attendance at online training sessions organised by DALC	Booked on affordable housing course.
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