

PLASTERDOWN GROUPE PARISH COUNCIL

Minutes of the Annual General Meeting of **PLASTERDOWN PARISH COUNCIL** held in **Whitchurch Community Hall**
On **WEDNESDAY 25th June 2025** at **7.30 pm**

Present: Cllr. J. Sturmer, Chair of the Council, Cllr. A. Davies, Cllr I Walton, Cllr E Cole and Cllr. S. Ware

In Attendance: Caroline Metcalf (Clerk) and a member of the public.

21/25. Apologies for absence

Cllr. R. Pearson-Bunt and Cllr. R. Phillips sent their apologies. Accepted by the Council.

22/25. Declaration of Interest

None.

23/25. Public Question Time

The member of the public present wished to ask his question during Planning Matters to be discussed.

24/25. Receive updates from the Borough and County Councillors

Both Councillors has sent their apologies.

25/25. Approval of minutes of the Council meeting held on 16th April 2025 and the Annual Parish Meeting held on the 14th May 2025

All agreed to approve the minutes.

26/25. Previous matters arising from the minutes not listed as separate items on this agenda:

- Boundary Stones/Ward Bridge

Cllr. Sturmer has written a letter outlining the historical context of parishes marking their boundaries and explaining the reasons why the Council wishes to have the Parish initials engraved on Ward Bridge. After reading the letter to all members, it was agreed that it should be forwarded to Devon Highways.

- Devon Highways Updates

There was no further update. The Clerk to continue requesting updates on the issues already raised.

- Update Drake's Café nomination for Community Asset

With regards to the cafe becoming a community asset, it appears unlikely this will proceed due to a lack of wider support and available funding. A local resident has raised concerns about the deteriorating condition of the building and, given its historical significance as a former Coaching Inn, has enquired whether it could be considered for listing? After discussion, it was agreed that the Clerk would contact West Devon Borough Council to raise concerns about the building's condition and to enquire what action, if any, could be taken.

- Discuss purchasing a portable projector

Cllr. Davies will bring her family's portable projector to the next meeting to test it out, prior to the Council deciding on whether to purchase its own projector.

27/25. To discuss submitting an appeal to BT following their decision to remove the telephone boxes at Merrivale (Whitchurch) and Sampford Spiney

At the previous meeting, the Council agreed to support retaining the phone boxes as working phone lines, recognising their importance for life-saving purposes. Following further discussion, it was agreed to submit an

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appeal, on the same grounds as before.

If the appeal is unsuccessful, all members agreed to adopt both phone boxes, as there was already community support expressed for doing so. Cllr. Cole agreed to act as the main contact for both phone boxes, if they are adopted and turned into community projects. The Clerk will investigate insurance arrangements for the boxes.

28/25. To receive the Internal Audit Report for 2024/25

The report has been circulated to all members prior to the meeting. The report was noted and accepted.

29/25. To approve and sign the Certificate of Exemption – AGAR 2024/25

All approved of the certificate and the Chair and Clerk signed the Certificate of Exemption.

30/25. To approve and sign the Annual Governance Statement 2024/25

All approved the statement, and the Chair and Clerk signed the statement.

31/25. To approve and sign the Accounting Statements 2024/25

All approved the statement, and the Chair and Clerk signed the statement.

32/25. To approve and sign the bank reconciliation ending 31st March 2025

All noted and approved the bank reconciliation.

33/25. To note the dates of the Exercise of Public Rights as Monday 30 June 2025 to Friday 1 August 2025

All noted the dates.

34/25. To note the Statement of Variances for 2024/25

The Clerk explained the two highlighted variances. All noted and accepted.

35/25. To consider the following planning application:

- **West Devon - 1284/25/FUL & 1285/25/LBC** – Lower Tor Farm, Whitchurch, PL19 9EQ
Restoration & alterations to farmhouse, conversion of adjoining stable into ancillary accommodation & construction of detached garage. Demolition of agricultural buildings & conversion & extension of stone barn into holiday let.

A member of the public present at the meeting wished to express that, while they had no objection to the restoration and alterations of the main property, they opposed the proposed conversion and extension of the stone barn into a holiday let. Their main concern was the potential increase in traffic along the narrow lane, which is not wide enough for two vehicles to pass safely, particularly as holidaymakers may be unfamiliar with such rural roads. The member of the public was advised to submit their objection directly to the West Devon Planning Department.

After discussion, all members agreed to object to the application. The reasons cited were the need to safeguard the countryside and protect the interests of the local community. Concerns included loss of privacy for neighbouring properties, increased traffic accessing the site via a narrow road, and the potential for noise and disturbance.

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- **Dartmoor - 0215/25 - Birch Cleave, Horrabridge, PL20 7SB.**

Alterations to first floor conservatory room

After discussions, the Council supported the application.

36/25. Approve Invoices for payment.

- Clerk's June salary – £198.20
- HMRC ending 5 July 2025 - £43
- Whitchurch Community Hall hire for May 2025 – £32
- Penny Chapman – Internal Auditor Report –£87.55

All approved payments.

An additional payment of £109.99 was approved for the McAfee anti-virus software for the Clerk's laptop, to be reimbursed to the Clerk.

37/25. Correspondence

1. We would like to invite you to the next National Park Forum, commencing at 2.00pm on Thursday 3rd July 2025, in the main Meeting Room at Parke, Bovey Tracey, TQ13 9JQ. The Briefing Note and Agenda for the day will follow shortly.
2. Invitation for Councillors to attend West Devon Borough Council's online Town & Parish Council Briefing: Local Government Reorganisation on 9th July. The Clerk to send out the link to join the meeting to all members.
3. The Sheep Dog Trials will be held on 23rd August 2025 and any help on the day from Councillors, will be grateful received.

38/25. Agenda items for the next meeting to be held on Thursday 17th July 2025 at Sampford Spiney Church at 7:30 pm.

1. Warren Cross Guard repairs
2. Remembrance Wreath for Sampford Spiney Church.

The meeting closed at 8.30 pm.