

**HATHERLEIGH TOWN COUNCIL  
MINUTES OF MEETING HELD TUESDAY 16<sup>TH</sup> SEPTEMBER  
2025 7PM IN COMMUNITY CENTRE**

**Present** Cllr Reddaway in the chair, Cllrs.Burrow,  
Turner, Walters, Laycock, Laing-Trengove  
Lewis. Dist.Cllr.Wakeham. The Clerk

**Apologies** Cllr.Barr, Harrison, Dist.Cllr Kimber

.....  
**P U B L I C   S E S S I O N**

**No member of the public in attendance**  
.....

**APPROVAL OF MINUTES**

**133.** The minutes of the meeting held 16<sup>th</sup> Sept. 2025 including Part 2 thereof having been duly circulated were signed by the chair as being a true and correct record. Proposed Cllr.Walters seconded Cllr.Laycock. All agreed

**MATTERS ARISING FROM MINUTES**

**134.** Street caretaker (min.92 refers) following the appointment of Mr Steve Whitehead the council have been impressed with his work and attitude to date

**135.** 20 is plenty (min.93 refers) no public response

**136.** Bin emptying (min94 refers) Distr.Cllr.Wakeham gave the information as to number and location of bins within Hatherleigh (attached to these minutes for reference)

**137.** Medical centre (min.95 refers) Cllr.Walters had circulated the letter that DCC Cllr.Davies had sent to the relevant authorities on the matter. Cllr.Walters confirmed that she would send further letter from the Town Council on the matter to all parties concerned

**138.** South St. Wall (min.96 refers) the consultation period

**for the planning application ended on 11<sup>th</sup> September and decision awaited**

**139. Market Street railings (min.98 refers) ongoing**

**140. Sheep statue (min.99 refers) no further update**

**141. Island Park noticeboard (min.100 refers) new notices had been displayed**

**142. TPO Roundabout tree (min.103 refers) WDBC reported that the level of threat against the tree is not high enough to warrant the serving of a TPO**

**143. Financial regulations (min 104 refers) Clerk reported that draft regulations would be available for the next meeting**

**144. Co-option (min.105 refer) no expressions of interest received to fulfil the vacancy following the resignation of Cllr.Kemp. Notice to be put on website again**

**145. SSE xmas lights invoice (min.106 refers) no further invoice/communication received from SSE**

**146. South Street wall (min.108 refers) no information on the suggestion of pro rata parking permits at £14 supported by the contractors**

**147. Hanging baskets (min.123 refers) 20 new brackets as per agreed design had been made and were now being galvanised – invoice received for £960.00. On completion of work councillors would decide where the new brackets would be fitted.**

**MATTERS ARISING FROM PART TWO**

**148. There were no matters arising**

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## **PLANNING MATTERS**

### **149. Applications to consider:-**

- |                       |                   |   |
|-----------------------|-------------------|---|
| <b>a) 2225/25/LBC</b> | <b>S.Robinson</b> | <b>2/4 High Street new wall<br/><i>Council supports</i></b>                           |
| <b>b) 2403/25/TCA</b> | <b>Arthurs</b>    | <b>Garden Cottage tree work<br/><i>Council supports</i></b>                           |
| <b>c) 2465/25/TCA</b> | <b>Taylor</b>     | <b>11 Alder View tree work<br/><i>Council supports</i></b>                            |
| <b>d) 2515/25/TPO</b> | <b>Vick</b>       | <b>10 Morris Close tree work<br/><i>Council requested further<br/>Information</i></b> |

### **150. Permissions granted:-**

- |                       |                   |                                  |
|-----------------------|-------------------|----------------------------------|
| <b>a) 1570/25/HHO</b> | <b>Cole</b>       | <b>5 Pound Meadow -porch</b>     |
| <b>b) 0500/25/HHO</b> | <b>Woollacott</b> | <b>Park House-rear ext.</b>      |
| <b>c) 1860/25/COM</b> | <b>McKenzie</b>   | <b>fixed line broadband line</b> |
| <b>d) 2334/25/CCN</b> | <b>Searey</b>     | <b>East Essworthy campsite</b>   |

**151. Refusals advised** none

**152. Any other planning matters** none

## **HATHERLEIGH MARKET**

### **153.Cllr Burrow gave the following update:-**

#### **a) Market operations**

- **Trading figures for August -income £2,163.50 circa £400 above forecasted level of £1,750.00**
- **Bollards – 4 lockable bollards to secure paved market square installed**

**Improvements – 2<sup>nd</sup> toilet - stud work & boarding started.**

**B.Arthurs offered to donate toilet. Need to acquire sink, hand dryer, hot water heater, lighting to complete fit out**

- **Kitchen – good quality 2<sup>nd</sup> hand kitchen units free of charge acquired (need new worktops) Electric double oven range purchased £300.00. Need to install sink with hot water heater, separate handwashing sink to comply with hygiene regulation**

- Railings – advised to install railings at steps in corner of the back car park by back entrance to fur & feather building. Raise with Kingswood Homes as this should have been carried out as part of building regulations compliance work

#### **b) PUBLIC MEETING**

Scheduled for 27<sup>th</sup> September 5pm-6pm at Hatherleigh Market. Public, people who have pledged to be invited to receive short presentation on

- Progress paying off market building enhancement finance
- Working in partnership with local organisations (Dunbia £20k sponsorship)
- Future plans for Hatherleigh Community Market
- Discussion on parking management/charges
- Progress update on community benefit society scheme
- Volunteers role we are looking for
- c) PUBLIC WORKS BOARD LOAN – possibility of HTC taking out PWBL to pay for any remaining unpaid balance on market building enhancements finance at end of 2 year repayment term (Dec 2026)
- Following discussion on this point Councillors would need to ascertain if this was possible for the market scheme in light of previous advice given. Terms regarding amount required, interest rates/repayment terms would need to be clarified. Councillors also asked that a final figure after all pledges, other grants be ascertained before taking the matter forward

#### **FINANCIAL MATTERS**

**154 Clerk presented the following accounts for payment:-**

a) Mrs Rewse	toilets	£679.34
b) Mr S Whitehead	street caretaker	£551.93
c) M.Reddaway	perspex for nb	£ 39.65
d) Mrs R Lock	wages (2 months)	£970.54

e) Hatherleigh CC	hire	£ 18.00
f) Pynto Ltd	website	£ 90.00
g) Mrs R.Lock	Microsoft renewal	£ 84.99
h) Ben Whiting	metal brackets	£ 960.00
i) T.Cook Ltd	electric fittings	<u>£ 7.94</u>

**Total** **£3402.39**

**Proposed Cllr Burrow seconded Cllr.Laing-Trengove that the above accounts be paid. Cheques signed by Cllrs. Walters and Laycock**

**155 Moneys received:-**

a) Dunbia	donations	£2118.00
b) HMRC	vat repayment	£2341.56
c) N.Lock & Son	Tucker/Sanders	£ 650.00
d) Clear Insurance	premium rebate	<u>£ 35.93</u>
<b>Total</b>		<u><b>£5145.49</b></u>

**156. Any other financial matters:-**

a) AGAR External Audit report – asked for further information regarding the more than 15% variation in staff costs between 2024 and 2025. Clerk had supplied narrative response eg. Increased minimum wage, extra hours worked, clerks pay rise. Responded that actual figures were required which Clerk supplied. As in previous years the internal auditor had left the trust fund box blank as it did not apply, but Auditor requested that n/a box be ticked. Internal Auditor duly completed  
With regard to asset register, as in many previous years any items that were gifted to the council were entered as “gifted”. Informed that any gifted items should be given a value of £1

b) DCC PROW scheme – Clerk reported that still not grant moneys received from DCC.

## **DISTRICT COUNCILLORS REPORT**

**157, Cllr. Wakeham reported**

- a) WDBC local government reorganisation engagement event takes place 23<sup>rd</sup> Sept. 10am-12pm Hatherleigh market**
- b) Warning of scams circulating regarding winter fuel payments**
- c) Any public events are listed on the website**

## **TRAFFIC/MANTENANCE ISSUES**

**158. Late night opening of toilets -Mrs.Rewse reported that the toilets were left open on Festival evenings and the band concert. Cllr.Burrow reported that with regard to the festival evenings, he locked up himself. Resolved that any organisation requesting late night opening is aware of where they can obtain a key**

**159. Lewis Glover had contacted the Council with regard to skatepark repairs which he could undertake**

**160. Cllr. Reddaway:-**

- a) Island Park see-saw seats needed replacing. Resolved that Cllr. Lewis would look into ordering replacements**
- b) Co-op seat and tree – resolved that clerk contact WDBC as no further work had taken place apart from taping off the dangerous area**
- c) blocked drain by cricket field had been cleared**

**161. Graveyard squatters – reported that a second incident had taken place . Resolved that Cllr. Laing-Trengove speak to resident who informs people they can Camp in the graveyard**

**162. Cllr. Lewis reported that the football field Air Ambulance light needs a replacement bulb. Resolved**  
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**that Cllr. Lewis contact the Sportsfield Committee as they dealt with the installation of the landing light not the Town Council**

### **ALLOTMENTS**

**163. Cllr. Laing-Trengove again reported on the situation at the allotments and considered that matters had been resolved**

### **MEETINGS ATTENDED BY COUNCILLORS**

**164. Cllrs. Laycock, Turner & Walters – Moor Management**

- a) work was needed on the ponds and fencing**
- b) grants/subsidies greatly reduced therefore less funding available for local projects**

**165. Meeting with Mel Stride – many topics discussed including local government reorganisation, and concerns over the medical centre, levelling up funds, bus services, new train station**

**166. Cllr.Reddaway – xmas light meeting. Some new lights needed to replace storm damaged items**

### **CORRESPONDENCE**

**167. Northam Town Council invite for Cllr.Reddaway**

### **ITEMS OF INTEREST/FUTURE AGENDA ITEMS**

**168. Cllr Burrow considered that the Town website needed updating. Reported on what he had done for Highampton. Resolved to look into the matter**

**169. Xmas celebrations to go on the agenda**

**170 Date of next meeting Tuesday 13<sup>th</sup> October**

**There being no further business, the chairman thanked those present for their attendance and close the meeting at 9pm**

**Signed.....chairman.....dated**

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