

**HATHERLEIGH TOWN COUNCIL
MINUTES OF MEETING HELD TUESDAY 20TH JANUARY 2026
7PM IN THE COMMUNITY CENTRE**

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

Apologies Cllrs. Laycock, Harrison, Dist. Cllr Kimber, Cllr Davies

Declarations Of interest Cllr. Burrow – new website

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PUBLIC SESSION
No members of the public present
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APPROVAL OF MINUTES

282 The minutes of the meeting held 2nd December 2025 having been duly circulated were signed by the Chairman as being a true and correct record. Proposed Cllr. Burrow seconded Cllr. Lewis. All agreed

283. 20 is plenty (min.252 refers) no volunteers from members of the public had come forward to formulate a speed watch team. Cllr. Reddaway would mention this again at the next school meeting

284. South St wall (min.253 refers) DCC highways reported that two parties were involved in legal proceedings over insurances. Work had stopped and there was no end date for completion of the works. Cllr. Laing-Trengove reported that work was taking place very slowly

285. PROW (min. 254 refers) Clerk reported still no grant money received. Cllr Laing-Trengove would forward latest forms and contact details.

286 See saw seats Island Park (min.255 refers) Cllr. Lewis to seek alternative replacement seats

287 DAA landing lights (min.256 refers) Cllr. Lewis reported from the football club that the work to replace bulbs had been completed. Invoice for payment in financial section

288 On line banking (min.258 refers) Cllr Walters would have a meeting with the Clerk to get onto online banking even though she is not a cheque signatory

289 Moorlock Signs (min 259 refers) this company had now gone out of business and another source had to be found for the signs. Cllr. Reddaway would relay this to the school at the next meeting

290 Allotment sign (min.261 refers) ongoing

291. Telephone kiosk lock (min.264 refers) Cllr.Turner was working on the project

292 Replacement street lights (min.265 refers) no response received from WDBC conservation officer. However Cllr. Reddaway reported that the street lamp in South Street had now been replaced like for like

293 New council website (min.266 refers) email received from Pynto reporting that due to their workload they would not have time to commit to setting up/running new website . It was resolved that further quotes would be obtained for this work. Cllr. Burrow would draw up briefing notes for the project that could be circulated to other interested parties. Cllr. Burrow further reported that a new website would have to be in operation by end of April

294 Junction resurfacing (min.278 refers) Cllr. Burrow reported that this work at the Dunbia entrance to the market was completed on 17th December 2025

PLANNING MATTERS

295 Applications to consider:-

- a) 3444/25/HHO 12 Park Road New garage – *no objection*
- b) 3783/25/TCA 7 Cobb Meadow Crown reduction – *no objection*
- c) 3741/25 Cleave Farm Subterranean garage -*assurance needed from Cons. officer that all criteria were met*

296 Permissions granted:-

- a) 3108/25/AGR East Essworthy polytunnel for calves -prior application details required
- b) 2818/25 Reed Farm roof over dung store

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297 Refusals advised

None

ANY OTHER PLANNING MATTERS

298 0045/26 Hatchmoor Ind. Estate battery storage – app for condition 3 relating to fire safety and landscaping plans – sent for information only

299. Forestry England – email sent and circulated to all councillors regarding their plans for a new woodland creation at Fishleigh Wood.

HATHERLEIGH MARKET

300 Cllr Burrow reported as follows

a) PARKING MANAGEMENT

- Revenue update – based on £1 all day parking Dec 2025 collected £873.80 – close to forecast of £1,112. Both machines out of order on 2 key revenue days in Dec. Analysis of transaction figures indicated that forecasted figures would have been met or exceeded
- Parking set up costs lower than anticipated. HCML expecting invoice for £10,654.80 including VAT for installation/set up costs. Able to reduce costs by using local Hatherleigh contractors to install meter bases and sign poles. Costs being met from a £8,000.00 donation from local benefactor – balance from HCML reserves funds from trading revenues
- Footfall count update – December figures remained strong average of 570 visitors per Tuesday markets. Oct. average was 571 Nov. average 541. Conclusions from data show no major negative impact on footfall following introduction of parking charges
- 2 day Xmas Fair – increased number of traders over 2 days, well attended by public despite poor weather, positive feedback from traders, few if any complaints about parking. Big thank you to all the volunteers who prepared and served food and mulled wine – raised additional £1,300 over 2 days
- Feast Food Fair – well attended. 6 last minute trader cancellations due to weather. Format went down well. More planned for summer months
- New website – plans to develop and launch new website to promote the market by end of Q1 2026

- Volunteers/volunteering opportunities being created – willing/helpful group of 18 local volunteers from good cross section of society
- Volunteers have helped preparing building for opening, setting up/packing down for key events, parking stewards footfall counting, serving food, publicity/poster distribution, grant applications, bookkeeping/general administration
Community has come together to support the market, and have seen new bonds of friendship/camaraderie amongst the volunteers
- HCML are grateful to all volunteers for their hard work
- Feedback from councillors – Dist. Cllr Wakeham suggested finish time of 2pm to accommodate lunch time shoppers

FINANCIAL MATTERS

- Discussion with Paul Jones (KWH director) pleased with progress – offer us a degree of flexibility on extending 2 year flexi loan to give 1-2 months leeway if required
- Sandra Bunn fund raised £10k for HCML since 2019 running The weekly tombola

TRADING FIGURES DECEMBER 2025

- Tuesday/Saturday markets £2,473 against forecast of £2,150
- Venue hire Feast Food Fair £150
- 2 day Xmas Fair £3,264.70 revenue (£1,300 from selling food/mulled wine) £700 café, £400 Luppo BBQ profit share £200 mulled wine

PRECEPT FUNDING FOR MARKET

- Further £10K per year financial support likely required for next 2/3 years

FINANCIAL MATTTTERS

301. Clerk presented the following accounts for payment:-

a)	Mrs Rewse	toilet cleaning	£659.33
b)	T.Cook Ltd	xmas lights	£ 26.36
c)	Tally Ho	mayor xmas expenses	£140.55
d)	Mrs R.Lock	wages	£485.47
e)	S.Whitehead	street caretaker	£329.67
f)	Wessex Solutions	DAA landing lights	£365.80
g)	W.Turner	wood/bench repair	£ 49.08
h)	Hedgerow Printing	carol sheets	£ 75.00
i)	HMRC	clerks tax	£449.35
j)	WDBC	toilet expenses	£2114.14

k)	We Raise Digital	website	£ 90.00
l)	Hatherleigh C.Centre	hire	£ 18.00
m)	PKF Littlejohn	replacement ch audit fee	£ 378.00
n)	M.Reddaway	2 TENS apps	£ 42.00
o)	R.Jones	xmas expense	<u>£ 20.00</u>
Total			<u>£5242.75</u>

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

302. Moneys received:-

a)	Carnival Committee	xmas lights donation	£100.00
b)	Xmas collection boxes	xmas lights	£207.63

304 Any other financial matters:-

- a) L & M Cole submitted new contract figures for 2026/27 which had been circulated to all councillors. Resolved to accept new figures of £4965.10 for grounds maintenance works and £520 for supplying/erecting/dismantling 20 hanging baskets
- b) Cllr. Lewis reported on the financial matters of the Parish Pump and supplied figures concerning advertising and printing and ideas for the future of the Parish Pump. Resolved that this be an agenda item next month
- c) CAB – had applied for a grant to help with their increased work cases. Resolved that we award a grant of £250.00 for this year, to be reviewed annually

DISTRICT COUNCILLORS REPORT

305 Cllr Wakeham reported:-

- a) Woodland Creation (already covered elsewhere in minutes)
- b) Appraisal regarding the financial position of WDBC

TRAFFIC/MAINTENANCE ISSUES

306 Litter bin outside the school broken. Cllr.Laing-Trengove to ask S.Whitehead to repair

307 Cllr Laing-Trengove – pavement Vicks Meadow. Clerk reported no further response from WDBC. Resolved that further email be sent to Mr G. Priest, Principal Building & Facilities Officer following

on from his site visit with Cllr. Laing-Trengove when it was said that as more parking spaces were available at the market the marked areas on the right hand side of the road could be removed and replaced with pavement

MEETINGS ATTENDED BY COUNCILLORS

308. Cllr. Reddaway – online meeting regarding local government rearrangements

CORRESPONDENCE

309. Devon & Somerset Fire & Rescue service survey for future plans to be put on council website for members of public to respond

310 DALC Royal Garden party – nominations asked for – resolved that Cllr Laing-Trengove’s name be put forward

311 WDBC Mayors awards nominations – no names to be put forward this year

312 Mr Wilkinson email received concerning speeding traffic. Resolved that Clerk respond that we still have no public volunteers to set up a speed watch team and before any speed reductions can be put in place evidence on speeding must be collected and submitted to relevant authorities

313 Cllr Walters had received confirmation that Lesley Source from Hatherleigh Medical Centre would be attending our next meeting on Tuesday 10th March at 6.30pm

314. Cllr. Gibbs reported that the government were running a UK town of culture competition open for small, medium and large towns. Cllr. Gibbs was willing to take the lead on this initiative and it was resolved this be an agenda item next month to take the matter forward.

315 Date of next meeting 10th March

There being no further business, the Chairman thanked those present for their attendance and closed the meeting at 9.25pm

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