

MINUTES OF THE MANATON PARISH COUNCIL MEETING

MONDAY, 8th SEPTEMBER 2025 AT 7.00 PM AT MANATON PARISH HALL

Present: Cllr W Boughey (Chair), Cllr C Frampton (Vice Chair), Cllr B Warne, Cllr S Mount, Cllr M Wylie, and Cllr P Martin

In attendance : Mrs L Moorse (Clerk)

The meeting commenced at 7.00pm

AGENDA ITEM		Action
ITEM 1 – The Chair to open the meeting and receive and approve apologies for absence. Cllr J Kidner, DCC Sally Morgan, and DNPA Rob Steemson sent their apologies.		
ITEM 2 – Declaration of interest Cllr Martin declared a potential interest concerning the local Cricket Club’s application to remove a large conifer tree which he assisted in preparing.		
ITEM 3 – Public participation No public in attendance.		
ITEM 4 - County & District Councillor reports 4.1 No District Councillor’s report had been received. 4.2 DCC Morgan advised in her apologies for absence communication that there were no updates for the present time.		
ITEM 5 – To approve minutes of Parish Council Meeting on 14th July 2025 The Minutes having been previously circulated were approved and signed.		
ITEM 6 - Matters arising Councillors discussed the issue, raised in previous meetings, of visibility at a road junction being impaired by parking of a motorhome and it was noted that the problem has been alleviated by clearing of vegetation by the landowner. The Council agreed to monitor the situation. It was noted that in Cllr Kidner’s absence there was no new report available concerning the battery backup system for the Kestor Inn. DAAT landing site - EDF Smart Meter: The Council raised concerns over the smart meter’s lack of display and accuracy; Cllr Martin agreed to investigate further by checking inside the meter casing and advise accordingly so that the Clerk could provide a breakdown of the next invoice to verify charges. It was noted that the Council were still awaiting an invoice for wall work.		PM JK
ITEM 7 - Finances, payments due, accounts and budget 7.1 The Schedule of Payments (previously circulated to the Councillors) was presented and it was agreed by all that the following payments should be made:		
Mrs L Moorse	£382.07	Salary, Mileage & Expenses
HMRC	£93.22	Income Tax £89.00 and ‘Er NI £4.22
Mr Ben Warne	£260.00	Invoice 1.9.2025 ref Aug grass cutting
7.2 The Bank Reconciliations for July and August 2025, which had been previously circulated to the Councillors, were agreed by all, and signed by the Chair and Clerk.		
7.3 The accounts for the period ending 31 st August 2025 were presented, together with the Budget update for the same period and were duly accepted.		
Defibrillator Maintenance and Replacement: the supplier of the defibrillator had advised that it was over 10 years old and out of warranty and offered a replacement for £945 plus VAT. Councillors were minded to replace the defibrillator to ensure long-term reliability and community safety, but it was agreed that the Chair would approach the Show & Fair Committee to investigate if a grant would be available towards the cost.		

ITEM 8 - Parish Council Matters 8.1 Update regarding the Parish Council’s website. Apologies were noted and accepted from Cllr Frampton for previous delays in website tasks, including an initially incorrect “.gov” application, which had now been corrected and signed by the Parish Clerk. Cllr Frampton provided an overview of the new website and showed it to Cllrs, highlighting sections for “<i>Council</i>”, “<i>Parish Amenities</i>”, “<i>Local Attractions</i>”, “<i>History</i>”, “<i>Events</i>”, and “<i>News</i>”, with access to “<i>Meetings</i>”, “<i>Minutes</i>” and a “<i>basic calendar</i>”. Content considerations also <i>included highways reporting, defibrillator locations, and centralising the newsletter</i>. Plans for archiving older records, the official domain “ManatonParishCouncil.gov.uk”, and publicising the site were confirmed. The homepage would feature a rotating image carousel of village events, prioritising local, copyright-cleared photographs optimised for accessibility and load times, while the site remains linked to the old “Blogspot” during transition. 8.2 To discuss and approve the IT Policy : The Council reviewed the proposed IT policy, agreeing that only the Parish Clerk would be provided with devices and software. Discussions on email security and encryption concluded that full compliance with “.gov.uk” standards would follow once the website is operational, with no immediate requirement for formal encryption or training. Archiving and security responsibilities were noted, including GDPR compliance and retention of financial records, with the Clerk as the designated IT contact. It was agreed to remove the section on regular email security training as unrealistic for the Council’s scale. Whilst the Policy could not be formally adopted, its content was agreed in principle, recognising that some provisions	CF Clerk
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are excessive for a small Council.	
ITEM 9 – Planning Planning Applications – Half Moon Conservatory: The Council reviewed the planning application for a replacement conservatory at Half Moon, noting that some work had been completed while other items remained pending, with no immediate action required. Members discussed a portable toilet on site, which, was visible from the Green and had been the subject of adverse comment. <i>(Follow-up Note: After the PC Meeting, Cllr Martin checked the Half Moon site and confirmed that the portable toilet had now been placed within the garage, resolving the issue.)</i>	
ITEM 10 – Highways Cllr Mount reported that pothole repairs between Heatree and Manaton remain incomplete, with debris from fields partially cleared but still causing issues. Cattle grids at Heatree and Holwell were reported as clogged with vegetation, affecting livestock. Members highlighted deteriorating road conditions around the village; there were worsening potholes caused by poor drainage and underlying water springs; rural moorland roads were noted to lack proper foundations and degrade quickly after rainfall. The Chair raised the subject of the Community Warden Scheme offered by Devon County Council, allowing local volunteers to carry out minor road maintenance, and discussion followed concerning the practical challenges such as storage, tools, and volunteer coordination. While the Scheme could address small potholes ignored by the County Council, no members were willing to take on the organising role, and it was agreed to revisit the matter when additional members are present and consider a public call for volunteers. The Council recognised that larger repairs remain the responsibility of the County Council.	
ITEM 11 - Parish Assets Assets South : Cllr Martin reported that shackles and chains on the Playground had been replaced and lubricated. The Council discussed a Cricket Club application to remove a large cypress tree pushing against the boundary fence and had no objection in principle. Some further support for the fence might be required. A request for a bench outside the Games Court was considered. After reviewing existing benches and their historical or sentimental value, the Council agreed to move one of the older wooden benches from near Church Cottage to the Games Court as a trial, with the assistance of local volunteers. Assets North: Field Maintenance and Boardwalk Project: Cllr Warne reported the field had recovered well since cutting, with minimal hay produced. Sleepers had been partially laid near the East wall of the Boardwalk, with further work and funding to be confirmed, prioritising boggy sections. Cllr Warne reported that the Apple orchard is thriving; members discussed harvesting apples for distribution or cider-making, potentially collaborating with a local cider producer. It was noted that there is strong community interest in Apple Day, especially among children and young families. The next Apple Event is tentatively scheduled for early October, with the cider press borrowed from previous contributors and practical arrangements confirmed, Cllrs Warne and Frampton to arrange.	PM/BW BW/CF

ITEM 12 - To receive a report from the Council representative on the Games Court Committee : The Chair advised that the potential Devon County Council grant had not been pursued because 1st March deadline for completion of the work was impractical, so a National Lottery grant of up to £20,000 is being pursued. Council discussed funding options, and it was noted that the Games Court currently holds £5,000, split between the Parish Council and its Committee. It was noted that the National Lottery projects allow 24 months for completion, and the Court remains usable in the meantime. Only two survey responses were received, highlighting limited evidence of community support, though members discussed ways to encourage broader participation.	
ITEM 13 – To receive a report from the Council representative on the Parish Hall Committee Cllr Wylie thanked those for attending Ian Mortimer’s talk held on the 3rd of September, and was described as interesting and engaging, with a £75 donation made in thanks. Upcoming Hall events include: 3rd October: a film screening; 1st November: A Barn Dance (Ceilidh) 8th November : A Remembrance Tea Party organised by the British Legion. 22nd November: Christmas Fair Members commended the Hall Committee’s activity and noted positive community responses to recent local history events and publications.	
ITEM 14 – Correspondence Received The Clerk reported two main updates. First, report from DNPA Rob Steemson “ <i>Footpath 13 (Tor Hill) has had all its stiles replaced</i>”, Secondly, the AGAR 2024/25 External Audit results are back, showing the Council’s accounts and governance passed without issue. DNPA Consultations: The Chair raised recent consultation requests from Dartmoor National Park Authority. The Dartmoor Partnership Plan survey, asking residents to prioritise their concerns on a number of conservation and sustainability issues was considered self-evident. Cllrs agreed not to submit an official Parish Council response, though one	
AGENDA ITEM	Action
member will respond individually. A Draft Statement of Community Involvement regarding planning procedures was noted as technical but sensible, with limited apparent changes. Members also acknowledged the upcoming appointment of a new DNPA Chief Executive, which may influence future policy.	
ITEM 15 - Date of next meeting : 13th October 2025	
ITEM 16 – AOB Cllr Wylie mentioned that whilst checking the Teignbridge District Council website, she noted that there were some missing Councillor names for Manaton PC. The Clerk advised that this would be investigated as they had experienced system glitches in the past through TDC.	Clerk
ITEM 17 - Matters for future consideration. a. Requests for agenda items from Councillors – None b. Requests for agenda items from members of the public - None	

Close of meeting: The meeting closed at 8.29pm

Approved by Manaton Parish Council and signed by the Chair Date:.....