

# OFFWELL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING ON WEDNESDAY 14<sup>th</sup> JANUARY 2026 AT 7.30PM IN THE VILLAGE HALL

**Present:** Cllrs. J. Tristram (Chair), C. Whithear, T. Norris, D. Blackmore,  
P. Hopkins, M. Norfolk

**In Attendance:** A Jenkins (Clerk), C Holland (Appointed Future Clerk), EDDC Cllr. H.  
Parr

**Members of Public:** 2

Cllr. Tristram chaired the meeting. The Chair welcomed everyone to the Council meeting and outlined/reminded everyone of the Covid-19 measures which have been adopted for Council meetings.

### OPEN SESSION

The owners of Windmill Garage spoke about why they had submitted the planning application. They explained that the last structural changes to the shop were in the 1940s. The roof was now leaking and the shop needs new electrics. The garage needs EV charging points and the tanks need to go underground to create parking space. They concluded that the cheapest option was to knock it down and start again. They intend to continue to do what they do but with something that works. They estimate the work will take three months.

**25/103 To receive apologies for absence and to approve reasons given (LGA 1972 S.85 (1))**

EDCC Cllr. P. Arnott

**25/104 To receive any declarations of interest relating to items outlined in this agenda (this does not preclude the duty to declare further interests as applicable)**

Cllr. P. Hopkins – 25/110b

**25/105 Minutes of the Meeting held on 10<sup>th</sup> December 2025**

The minutes were declared a true record of the meeting, proposed by Cllr. Norris, seconded by Cllr. Hopkins

**25/106 Matters arising from the Minutes**

The grit bins have been sorted. Andy Bricknell has agreed to be the Offwell Tree Champion.

**Reports:**

**a) New Clerk/RFO appointment**

The Clerk introduced Caroline Holland as the new clerk. The contact details for the new Clerk will be updated in due course.

**b) Police**

The Clerk reported that he had written to the PCSO informing him of meeting dates but hasn't heard back as to which meeting he will attend in the next few months but pointed out that he does have 15 PC meetings to attend.

**c) District and County Councillors**

EDCC Cllr. H. Parr reported that the 2<sup>nd</sup> Regulation 19 Local Planning Consultation was now live and that more reports had been added that may be of interest – a Water Cycle Plan and a new Policies Map.

She reported that all councils had now put in their proposals regarding the local government reorganisation and that the Secretary of State now has to consult all the Local Authorities and Councils concerned and will make a decision by July this year. There will then be a public consultation.

Cllr. Parr said that despite SW Waer having upgraded the foul water system, the lack of access to shops and lack of footpaths to facilities and services also goes against the possibility of development.

**d) Clerk**

New offwellparishcouncil.gov.uk domain and .gov.uk email account for the Clerk.

The clerk confirmed that these have been set up and tested. The new clerk will begin to use them from next week. There are a lot of people to notify. It has enhanced security being a .gov site. This means the Parish Council will now be compliant with AGAR requirements for this year.

**e) Highways Matters**

**1) 20mph**

Nothing to report

**2) A35**

Nothing to report.

The Clerk suggested submitting a Freedom of Information request to Highways England for sight of their Road Safety Risk Assessment Report for the A35 going through Offwell Parish. Highways England have not responded to the points raised at the meeting with them. It was also suggested that it might be relevant to respond to the survey from Devon & Somerset Fire & Rescue.

**3) Other Highways matters**

**Grit bins report**

The Clerk completed a survey of the bins and provided details on each. Seven bins were reported to DCC as having issues (5 requiring topping up, one covered in ivy and one on its back so unusable).

The Clerk reported that DCC have responded to say they have rectified all.

**Damaged road signs – Colwell fingerpost & sign by Defibrillator box**

Cllr. Tristram informed the meeting that he has received three quotes for repurposing the fingerpost that says Post Office to say Colwell. Taylors Signs @ approx. £40 was the cheapest. Cllr. Blackmore proposed this be accepted, Cllr. Whithear seconded, all in favour.

The Clerk asked that any missing signs should be reported to the new Clerk who will take it up with the Highways Officer.

**f) Footpaths Report**

The wooden walkway has not yet been repaired. Cllr. Tristram will check it again in the Spring.

**g) Defibrillator**

The defibrillator had been requested at an incident but was not used.

**h) Neighbourhood Watch**

Nothing to report

**i) Hedge in front of Electricity Sub Station**

The Clerk will speak to Zach and ask him to look at it in three weeks time and replace any that have failed from the £300 which has been received from the National Grid and was reserved for any spending required for the hedge.

**j) Any Other Reports**

Cllr. Norfolk reported that the fire risk assessment for the village hall had been done and there were a few tasks to complete such as No Smoking signs. In March there will be the annual inspection of the play park. A couple of windows and the front door need fixing. There is work to be done on the toilets, some painting and the floor to be resurfaced and badminton and pickleball courts marked out. The heating system will be replaced over the next two Fridays. There are new exercise classes in the hall on a Monday and Pilates on Tuesdays. There is talk about yoga. Events booked in for this year included the market every 3<sup>rd</sup> Saturday, Tug of War in April and August, Ruby Runners in May, Fete in June, Pimms on the Pitch in July, and Bonfire & Fireworks in October.

Cllr. Norfolk advised that the Village Hall may want to ask for some CIL money to help with the new flooring. The Clerk advised to put the CIL money timeframes on the next agenda with deadlines for its use.

**25/108 Correspondence**

- 1) Honiton Town & Surrounding Parish Councils Meeting 21st January 2026 in the Tirard room, Beehive, Honiton at 7pm  
Cllr. Norris asked if anyone could attend. No-one is available.
- 2) Local Plan Webinar 16th December 2025  
Presentation slides with notes are now available.
- 3) The Clerk will send out a link for the newly published Water Cycle Study.
- 4) Launch of the EDDC Tree Champions' Canopy Cover Growth Scheme.  
The Clerk is speaking with Andy Bricknell about this.

- 5) East Devon Local Plan – 2nd Regulation 19 consultation is now live. Cllr. Tristram questioned whether it needs much input from the PC as we are not under threat? The Clerk agreed that was the case as far as development is concerned but pointed out that it does cover a lot of other things so worth looking at.

## **25/109 Finance**

### **a) Current Financial Position:**

The Clerk reported that there is £4729.44 in the general account and £3091.07 in the CIL account.

### **b) Expenditure to be ratified**

None

### **c) Expenditure to be approved for which bills have been received**

- 1) Payment of £129.44 to A Jenkins final salary payment for period up to 14<sup>th</sup> January 2026
- 2) Payment of £32.20 to HMRC for PAYE

### **d) Haycart planting future purchases**

The Clerk reported that the garden centre are still looking into how to set up an account for the PC.

### **e) Budget & Precept**

The Clerk gave Councillors a budget report and talked through the figures for the 25/26 budget up to the year end, explaining the reasons for an underspend of £734.

The Clerk advised a budget allocation for the SLCC subscription and joining fee for the new clerk as well as training costs. The SLCC is the professional body for local council clerks and the training provided is essential to the role.

The Clerk reported that he had set up a gov.uk email via Parish Online who also create websites for local councils. They have quoted substantially less than current supplier for creating a new website for the PC and Village Hall. The Clerk has obtained examples of parish council websites that Parish Online have already done for the PC to look at. They comply with government designated guidelines and provide email accounts for all councillors.

It was agreed that a working party would be set up to discuss the new website and that this would be added to the agenda for the next meeting.

The Clerk suggested that further savings could be made by moving to online banking with Lloyds and the advantages of doing so were discussed.

The budget was examined and it was agreed to increase the total budget for 26/27 to £9000 to allow for contingencies.

Proposed by Cllr. Norris, seconded by Cllr. Tristram and all in favour.

An increase to the precept was discussed in depth and a percentage of 2.7%, equivalent to the CPI inflation rate, was settled on. An increase to £9474 was therefore proposed by Cllr. Norris and seconded by Cllr. Norfolk, all in favour.

**25/110 Planning Applications**

**a) 24/0841/FUL – Land West Of Tower Road and East of Cuckoo Down Lane Honiton**

Detailed planning application for the change of use of land to football pitches, erection of clubhouse, new access and parking, landscaping, engineering and ancillary works

Cllr. Norris informed the meeting that National Gas Transmission has put a holding objection on because of proximity to the high-pressure gas pipeline. It was agreed to file an objection, proposed by Cllr Norris, seconded by Cllr. Tristram and majority in favour.

**b) 25/2501/FUL - Land And Barn (Land North West Of Sunny Garden Offwell**

Construction of a temporary rural workers dwelling

It was agreed to support the application, proposed by Cllr. Norfolk, seconded by Cllr. Norris, all in favour. (Cllr. P. Hopkins took no part in this section of the meeting nor the vote.)

**c) 24/2059/FUL - Windmill Garage Offwell Honiton EX14 9RP**

Proposed redevelopment of existing petrol filling station including new kiosk/shop, forecourt pumps, canopies, hardstanding and drainage, underground tanks, jet wash bays, EV charging bays, drainage and parking.

It was agreed to support the application, proposed by Cllr. Blackmore, seconded by Cllr. Hopkins, all in favour.

**d) 25/2425/FUL - Colourwheel Nursery Site Tower Cross Honiton Devon**

Erection of new perimeter fencing to North, North East and North West site boundaries.

Cllr. Norris expressed concerns about sightlines on turning out as it is an accident cluster point. The Clerk informed the meeting that the Garden Centre had confirmed it would be a dark green wire fence for security purposes and would not hinder visibility.

It was agreed to support the application, all in favour.

**25/111 Co-option**

None

**25/112 Agenda Items for Next Meeting**

Working party for website, domain and hosting; CIL deadlines

**25/113 Date and Time of Next Meeting**

Wednesday 18<sup>th</sup> February 2026 at 7.30pm.

The meeting closed at 9.20pm

Signed: *John Tristram*

Date: 18 February 2026