

**UGBOROUGH PARISH COUNCIL MEETING
Wednesday 12th November 2025 at 7.30pm
In the Bittaford Village Hall**

MINUTES

PRESENT: Cllrs Slater (Chair), Beable, Hart, Holway, Hosking, Johns, May, Nelson and Wells and Fletcher following co-option.

Also present: Cllrs Alison DeWynter (SHDC) and Vic Abbott (SHDC) (DCC)

2 members of the public were in attendance

Questions from the public:

2 members of the public introduced themselves as applicants for the casual vacancy on the Council.

It has been noted that the hedge Donkey Lane footpath is overgrown – this will be discussed later in the meeting.

25.121 **Apologies for absence were received from Cllr Cooper**

25.122 **Cllr Johns expressed a personal interest in planning application 3021/25/HHO**

25.123 **Council resolved to consider the expressions of interest in co-option to Council in closed session** and members of the public left the room. **It was agreed to co-opt Joan Fletcher to Council. Joan signed the declaration of acceptance of office and joined the Council.**

The Report from South Hams District Council Councillors is on the [website](#)

Summary:

Planning permission rules

Reporting dog fouling

LGR update

NHS app

CAB newsletter

Sustainable South Hams Composting Update

25.124 **The Minutes of the Meetings held on 15th October 2025 and 5th November, as previously circulated were agreed.**

Matters arising:

- Overgrown vegetation on the new hedge along the A3121 at the Sign of the Owl - This site has been through the Road Safety Audit process and is due to be taken through the Stage 4 audit. Council will wait for the results from this process before pursuing further
- Overgrown vegetation on the walkway at Seldon's Court – **Cllr Hosking to pursue**
- Grass cutting arrangements for the Church Burial Ground – **awaiting a response from SHDC to our proposal**
- Cllr May fed back on the result of the SHDC development committee regarding the Aldi application. Following 3.5 hours of discussion the vote was 7:2 in favour of refusing the application.

25.125 Planning

1. The following applications were considered:

- a) [3021/25/HHO](#) Application for two storey & single storey extensions, demolition of existing detached garage, erection of new detached garage & external kitchen. Newcombe, Ugborough PL21 0HQ

Support

- b) [0354/25](#) Erection of sunroom and canopy Burrington House, Wrangaton, South Brent, Devon, TQ10 9HF

Support

- c) [3071/25/FUL](#) Windy Ridge Ugborough PL21 0HQ Erection of Roofing over Existing Silage Pits

Support

- d) [3070/25/FUL](#) Windy Ridge Ugborough PL21 0HQ Erection of roof over existing store

Support

- e) [0363/25](#) Erection of garage/workshop. Mr J Stone 22 Beacon View, Bittaford, Ivybridge, Devon, PL21 0EN

Support

- f) [3037/25/ARM](#) Land At Sx 648 561 Filham Application for approval of reserved matters following outline approval reference (2084/22/OPA) relating to access, appearance, landscaping, layout & scale for provision of a SEN School incl. 2 storey teaching block with assoc. hard & soft landscaping & discharge of conditions 8, 9, 10, 11, 12, 14, 15, 16, 18, 19 & 21 of 2084/22/OPA

Council supports the school in principal but is very disappointed with the austere design which Council considers reflects industrial buildings of the 60s and 70s. Council also queries the bio-diversity net gain calculation – the inclusion of other neutral grasslands inflates the post development figures.

2. The following decisions made by SHDC and DNP were noted:

- a) **2041/25/VAR** Rhiannons Spring, Ugborough. PL21 0HP Application for variation of Condition 2

Decision: Conditional Approval

- b) **2716/25/TCA** Works to a Tree in a Conservation Area to reduce shading of properties & avoid potential damage to neighbour's roof 6 Lutterburn Street, Ugborough. PL21 0NG

Decision: Tree Works No Objection Raised

- c) **1650/25/HHO** Whiteoaks, Davids Lane. Filham. Householder application for proposed extension & alterations

Decision: Conditional Approval

- d) **3002/25/NMM** Mr M Gouldsworthy Land At Sx 648 561 Filham Non-material minor amendment to planning consent 2084/22/OPA for removal of Proposed Block Plan: NPS XX-XX-DR-A 0103 referenced in Condition 3

Decision: Conditional Approval

- d) **2400/25/CLP** Mr & Mrs Alex Stephens Venn Farm Ugborough PL21 0PE Certificate of lawfulness for proposed construction of replacement dwelling under approval 0971/24/FUL utilising conventional building materials (block, brick/Nudura) not timber framed

Decision: Cert of Lawfulness (Proposed) certified

- e) **1001/25/HHO** 28 Creber Drive, Wrangaton. TQ10 9FL Householder application for single storey extension to rear of property with addition of velux roof windows & installation of a wood burner & flue

Decision: Conditional Approval

25.126 Finance and HR

1. The following payments were approved:

	Gross	VAT	NET
Salary	684.47		684.47
DCC Pension	229.84		229.84
Bank charge	4.25		4.25
J Widdicombe	250.80	41.80	209.00
Beable	41.40		41.40
DALC Training - (data protection part 2)	42.00	7.00	35.00
Cutting Crew 1783	72.00	12.00	60.00
Cutting Crew 1782	182.40	30.40	152.00

2. The following income was noted:

£980.00	Burial fees
£10.00	Return of monies held on deposit with Lawyers
£270.00	Burial fees

3. The Reconciliation was received:

TRANSACTIONS		RESERVES	
Lloyds Current Account (end Oct)	£30,212.62	P.3 grant	£49
Less uncleared payments	1,507.16	Bittaford Play Area	£3,674
Plus uncleared receipts		Dementia Awareness	£150
Less Transfers not on Bank Statement	£0.00	Post office disabled access	£112
Total	£28,705.46	Burial ground	£3,789
CCLA Savings (End Sept.)	£55,562.64	Climate Emergency Reserve	£4,881
Total Funds	£84,268.10	Community Projects & Support*	£18,011
		20 mph project	£0
		Election	£1,628
Total uncommitted funds	£51,974.10	Total	£32,294

*Community Projects:

Amenity green space (Ugborough village), Conduit repair and maintenance, Tidying village centres and planters, Grant towards community use of redundant WC buildings, Walking leaflets

4. The draft budget for 2026-2027 was considered and a few amendments made – this will be finalised at the December meeting.

5. It was agreed to purchase a new printer up to £100 in price.

6. It was agreed to grant fund Ugborough Village Hall Committee £6,000 towards the cost of the replacement stairs.

25.127 There was no update for Filham and West Ugborough

25.128 Policy

Human Resources Working Group's Terms of Reference to be considered at the December meeting

25.129 Highways, Parish Paths and Transport

1. Flooding in Ugborough - It was agreed that a working group comprising Cllrs Hart, Fletcher, Holway and Hoskings would meet to agree a response to the report provided by the DCC Flood Officer

2. Works to the Donkey Lane wall – it was agreed that the clerk would liaise with the owner and Cllr Johns with the tenant to jointly resolve the matter. Grant funding from DCC would enable Council to contribute £1000 in this financial year but not beyond.

25.130 Maintenance

1. Bittaford Play Area meeting with SHDC. The site meeting was arranged to discuss the inconsistencies in the monthly annual inspection reports and solutions to align those reports with the annual reports. Clarification regarding some matters was achieved but we are hoping to meet now with the Allianz annual inspector. The recent monthly report was reviewed and it was agreed that the slide and path were now priorities. It was also agreed that the matting held for work to improve access to the Church Post Office in Ugborough that was no longer needed would be used to repair the path.

Clerk to chase up the status of the S106 funding

Clerk to chase the quote for work to modify the slide and get a quote for the repair of the path

2. The quotation for work to improve the accessibility for the slide had not been received and will be considered at the next meeting

25.131 Local Government Review Update

- UPC consultation – a steady response but greater participation is needed for it to be meaningful
- Final version of [Plymouth Plan](#) was noted
- **Attendance at up-coming meetings: SHDC meeting and “13 councils meeting” both on 19 November was agreed** – clerk, Cllr Hosking and any other Councillor who is free.

25.132 Reports on meetings attended dealt with earlier

25.133 Communications Received

1. Community Right to Bid Moratorium Notice - former public toilets at Ugborough and Bittaford

25.134 Date of next meeting: Wednesday 10th December 2025, 7.30pm in Bittaford Village Hall

Meeting closed at 9.59pm