Cotleigh Parish Council

Minutes of the Cotleigh Parish Council Meeting held in Cotleigh Village Hall at 7.30pm on Wednesday 23rd September 2026.

Present: Cllrs: Chris Henley (Chair), Sophie George (Vice-Chair), Nigel Young, Martyn Broom, Bob Carter, EDDC Cllr Colin Brown, Helen Gwinnett (Footpaths Warden), Fiona Wilkinson (Clerk), Ian Piper (Cotleigh Charity Endowment Fund Trust)

26/09/01 An update on the Cotleigh Charity Endowment Fund (Northampton Trust) was given by Ian Piper, one of the Trustees. He advised that the deeds for the playing field adjacent to the village hall had been located. Ian has been undertaking a lot of research into the ownership of the hall field and that the Trustees are looking at a proposal for the village hall to take on the ownership of the field in order to make management of the overall area more efficient and effective.

He also confirmed that the Trustees have stated that the Fund is for Cotleigh community projects and requests that benefit individuals are no longer considered.

The Parish Councillors thanked Ian for the update and for the hard work he was undertaking to get this long standing issue resolved.

26/09/02 Apologies : EDDC Cllr Yehudi Levine.

26/09/03 Declarations of Interest on Agenda Items : No interests were declared.

Meeting suspended for comments and questions to be received from the public. There were none present.

Agreeing Minutes of the meetings held on Wednesday 29th July 2026 : The minutes of the Parish Council Meeting of 29th July 2026 were reviewed and then signed as a true record of the meeting.

26/09/04 Matters arising from previous meetings :

a. **Follow up on complaint to Devon County Council regarding potholes :** The response from Devon Highways regarding pothole repairs was discussed. Cllr Henley referred to the recent re-surfacing work that had taken place in the village and that he had noted a fire hydrant had been covered over. Cllr Henley has contacted Devon Highways and logged a complaint with them.

   It was noted that on the road between Combewater Lodge and the railway bridge it was particularly bad for potholes. **Clerk** to write to Devon Highways to find out when will repairs be carried out here.

b. **Track repair north of Millhayes :** Clerk advised that the response from the PROW (Public Right of Way) Team at Devon Highways advised that it was the landowners responsibility to carry out the necessary repairs and maintenance. Cllr Broom said this is not correct, it is Highways responsibility. **Clerk** to write back to the PROW Team.

26/09/05 Planning : No applications received.

26/09/06 Matters raised by the Chair :

a. **Planning application process change :** Cllr Brown confirmed that the changes to the process will begin on 31st October 2026. There will be a national framework which will set out who decides planning applications.
   The key changes will be:
   - Consistent national rules
   - Planning Officers become the default decision makers
   - Committees are only used where justified

   This will mean that far less applications will go to a Committee.

b. **Banking arrangements :** Due to problems with the current banking arrangements all Cllrs agreed to move to Lloyds Bank. **Clerk** to approach local branch for advice and then open an account.

26/09/07 Councillors' Reports :

a. **Framed picture for the Village Hall :** Cllr Carter shared picture to go up in the village hall. All Cllrs had agreed to this at the meeting in July, apology from the Clerk for omitting to record this in the Minutes.

26/09/08 County Councillor's Report : No report received.

26/09/09 District County Councillors' Reports : Cllr Brown advised that there will be District Council elections in May 2027.

26/09/10 Community Police Officer's Report : No report received.

26/09/11 Footpath Warden Report : There was no update.

26/09/12 Clerk's Report :

a. **Pay rise :** The Clerk advised that a pay rise of 3.3% has been agreed, back dated to 1st April 2026
b. **Digital AGAR portal :** the Clerk advised that a new portal is being introduced for Clerks to submit the Annual Governance and Accountability Returns, which should make the process easier, more secure and more efficient.
c. **Community Survey :** Cllr Henley advised that this had been done previously with little response. All Councillors agreed no further action to be taken.

26/09/13 Accounts to be paid : Bank balance as at 23rd September 2026 was £13,253.51.
The following payments were agreed :

Cheque number 500012 – Clerk's salary (Aug) £237.29
Cheque number 500013 – Clerk's Expenses (Stamps) £7.28
Cheque number 500014 – Parish Council Website - £309.60
Cheque number 500015 – Cllr Carter (Framed Picture for Village Hall) - £77.00

26/09/14 Highways : No Temporary Traffic Regulation Orders received.

26/09/15 Website : There was no update.

26/09/16 Dates of future meetings :

2026
Wednesday 11 November – 7.30 pm

2027
Wednesday 13 January – 7.30 pm
Wednesday 10 March – 7.30 pm

The meeting ended at 8.45pm.

Signed Chair…….11th November 2026