



Colhayne Close, Colhayne Lane, Shute nr Axminster Devon, EX13 7QQ
 Parish Clerk - Carol Miltenburg
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The Councillors were summoned to attend a meeting of Shute Parish Council held at Umborne Hall, Shute on Wednesday, August 5th, 2026 starting at 7.30pm. The following matters were discussed.

Those present:- Cllrs Angela Choake, Richard Orsman, David Plowman, Ella Sweetland (Chair), Pam Tollett, Martin Williams, Cathy Connor (DCC) and Carol Miltenburg, Clerk.

MINUTES

Accepted / Resolved

1 Apologies for absence were received from Cllr James. No declarations of interest in items in this meeting were made.	Accepted
2 The minutes of the meeting of July 2 nd , 2026 were accepted and signed by the Chair.	Proposed DP Seconded AC
3 Public Forum. None present.	
4 Reports Councillors – It was noted that some members of the public were recently camping on Whitford Common. The Council could not condone this. They felt that there was absolutely no excuse for leaving rubbish behind. Members reported an apparent increase in old cars in Shute Woods. Clerk to report to EDDC. Police – No report, Church – No report. Whitford Hall - The Summer Show was very successful with entries up this year. Cllr Choake advised that the ecology report on the Whitford Common area will be ready at the end of	

September. The Council hope to present this to the residents. Umborne Hall – Richard Foord, MP recently held one of his summer meetings at the Hall which was very well attended. The Summer barbeque will take place shortly.	
5 Finance. Payments to be made C Miltenburg £175.25 expenses (software/stationery/bitumen), M Williams £30.00 concrete, ICCM £110.00 Membership. Payments received – None. The bank statements were available for viewing. Lloyds bank – on line banking. Cllr Choake explained that the members held a meeting but the process proved more complex than anticipated. The forms have now been forwarded to Lloyds.	Proposed AC Seconded DP
6 Financial Regulations – The members accepted and adopted the revised Financial Regulations dated 5 th August 2026.	Proposed RO Seconded DP
7 Shute School – the meeting went well and the Executive Head and Head welcomed the interest of the Parish Council. The School will send details of their events to put on the SPC website. Burial Ground – Cllr Sweetland has contacted the local Funeral Directors to arrange the topping up of the graves where the soil has settled in the recent dry weather.	
8 Highway Matters – Our Road Wardens will be filling potholes in Whitford in the next week kor so with the plan to work in Seaton Junction in the coming weeks. They will also be filling more in Umborne shortly. The members agreed that Cllr Williams and Mr Sweetland should purchase a 25 litre drum of TackCoat on behalf of the Council. Clerk to order another pallet of tarmac buckets and box tackcoat from DCC. It was noted that Chapel Lane in Whitford is in need of a road sign. Clerk to contact EDDC.	Proposed AC Seconded RO
9 26/0625/LBC - Chantry House Whitford EX13 7PH Re-roofing. The Council had no objections. The Council have been contacted with concern expressed about groundworks being carried out at a house in Shute. Clerk to	Proposed PT Seconded MW

Contact EDDC.	
10 Emergency Plan. Cllr Choake reported that the Emergency Plan meeting will take place on October 15 th at Whitford Hall from 6.00 to 7.30pm this will be open to all residents.	
11 Parish Lengthsman. Procedure -The members accepted and adopted the Parish Lengthsman Procedure dated August 2026. This will be reviewed at least annually. The Lengthsman provided quotes for the following work in the Burial Ground. Quotation dated 5th August 2026 for cutting back the hedge and trimming overhanging trees. This was accepted by the Council. Quotation dated 5th August 2026 for resurfacing the pathways. The adjacent homes, school and church will be advised of the dates of the work to ensure no clash of events and warn of potential noise disturbance.	Proposed PT Seconded MW Proposed RO Seconded PT Proposed MW Seconded DP
12 Boules Piste. The Members resolved to spend the relevant S106 / CIL monies at their disposal toward the construction of a boules piste at the Umborne Hall. The Hall committee have identified a location for the piste. Welcome Pack. A concept of what a welcome pack could contain was circulated. This will be further discussed at the next meeting.	Proposed DP Seconded RO
13 Correspondence. None	
14 Matters for discussion at future meetings. Welcome pack. Clerk to investigate ClerkDesk software.	

The meeting ended at 9.20pm

Date, place & time of next meeting:- September 2nd, 2026 starting at 7.30pm at Shute Church.