SHUTE PARISH COUNCIL
COMPRISING HAMPTON, SEATON JUNCTION, SHUTE, UMBORNE AND WHITFORD
Colhayne Close, Colhayne Lane, Shute nr Axminster Devon, EX13 7QQ
Parish Clerk - Carol Miltenburg
tel:-01404 831080 e mail:-clerk@shute-pc.gov.uk www.shute-pc.gov.uk

The Councillors were summoned to attend a meeting of Shute Parish Council held at St Michaels Church, Shute on September 2nd 2026 starting at 7.30pm.
Those present:- Councillors Angela Choake, Richard Orsman, David Plowman, Ella Sweetland (Chair), Pam Tollett, Martin Williams and Carol Miltenburg (Clerk).
The following matters were discussed.

MINUTES

	Resolved/Accepted
1 Apologies for absence were received and accepted from Cllr James. No declarations of interests were made for items in this meeting.	
2 The minutes of the meeting of August 5th, 2026 were accepted by the members and signed by the Chair.	Proposed MW Seconded DP
3 Matters arising from previous minutes - None	
4 Public Forum. There have been several complaints about a recent musical event near Colyton over the bank holiday weekend. This has been referred to EDDC from multiple sources and apparently this event will not happen again.	
5 Reports from Councillors – the report from Cathy Connot (DCC) will be forwarded when it is received Police – no report. Church – The next PCC meeting will be held shortly. Christmas events are already being planned. The restoration of the monuments in the church is underway with grant and money from the Friends of the church.	

Whitford Hall – the hall held a tea and cake event today. Umborne Hall – the summer barbeque was a very good evening. A new ramp has been built for disabled access and further work is being undertaken to update and make remedial repairs.	
6 Finance. Payments to be made EDDC £530.40 dog bin emptying. Payments received EDDC £5000.00 Precept. The bank statements were available for viewing. Lloyds on-line banking – we are still awaiting to hear about the authorisations, DP will contact them. 2026/27 pay agreement. The members resolved to accept the NALC national pay agreement for the Clerk.	Proposed DP Seconded RO Proposed PT Seconded RO
7 Shute School – no update. Burial Ground – We are hoping the hedge and pathway work will commence at the end of September.	
8 Whitford. Vehicle access – the local fire brigade have been informed of the access code.	
9 Road Wardens – the new pallet of tarmac and sealant has been requested from DCC. We are awaiting the reply. Street signs – Clerk to chase DCC. Snow Warden – Clerk to request 2t of grit from DCC.	Proposed MW Seconded RO
10 Planning. The Council has been contacted by about works at a residence in Shute. Clerk to refer to EDDC. 26/1777/TRE – Shute Stables, Shute. Champion Turkey oak - Removal of remainder of failed limb. Due to the historic significance of this tree the members feel that they should defer to the greater knowledge of the EDDC Tree Officer on this issue. They noted the recommendation in the report that the surrounding trees should be removed / managed as they may compromise the health of this champion tree and hope that this will be considered. National Planning Policy Framework – the changes were noted.	Proposed AC Seconded MW

11 Emergency Plan. The Emergency Plan meeting will be held at Whitford Hall on October 15th 2026, starting at 6pm. This is to discuss creating an emergency plan for the parish. The Council will not be responsible for the establishment of the plan but will fully support it. The Council will pay for the hire of the Hall. AC will circulate the details to put on the website and also local Facebook & WhatsApp groups to ensure as many residents as possible attend. Whitford Stream. This is becoming blocked by brambles at the bridge by the Chapel Lane / Orchard Close. Clerk to contact the owner to request they are trimmed back. The Friends of the River Axe have tested the water in the tributaries of the stream west of the railway bridge. The results show high Potash levels which has been reported to the Environment Agency. Defibrillator. The location is still being considered. Clerk to enquire about the legal aspects.	Proposed DP Seconded RO
12 Training for Councillors. The Council would encourage the members to participate in training. AC would like to be enrolled on the Clerks Essentials course with the DALC on October 12th . Clerk to arrange.	
13 ClerkDesk software. The members agreed to try this at the next meeting on the 30 day trial. If taken up the cost will be £190 per year. Clerk to try to speak to other councils using the system.	Proposed AC Seconded PT
14 Boules piste. We think we have enough evidence to apply to EDDC. Clerk to go ahead. 'Walks around the Parish' leaflet – PT advised the costs for a leaflet similar to the Kilmington version would be about £480 for design and £600 for 1000 leaflets. It was agreed to ask the Footpath Warden to look at the paths again with the aim of creating 6 or so circular walks. Welcome Pack – PT and ES will look at this later in the month.	Proposed AC Seconded RO
15 Correspondence - none	
16 Matters for discussion at future meetings. Welcome Pack, Walking Pack.	

The meeting ended at 9.32pm
Date, place & time of next meeting:- October 28th, 2026 at Umborne Hall starting at 7.30pm.