

DITTISHAM PARISH COUNCIL
Incorporating the Hamlet of Capton and the Manors of Bozomzeal and Coombe

**DRAFT Minutes of the monthly meeting of Dittisham Parish Council held in
Dittisham Village Hall on Wednesday 7 January 2026 at 7:00pm**

Present: Parish Cllrs Bond (Chair), Hawkes, Neale, Pope, Taylor & Unitt were present, as was C Radford (Clerk). No members of the public were present. The County and District Councillors had both given apologies.

Apologies: Cllrs J Green, N Green, Golding.

Public Forum No members of the public were present.

1. **Apologies** were received as above.
2. **Declaration of Interests** Cllrs declared an interest in the following items: Cllr Neale on item 7.4 payment 2601_5. Cllr Neale would not propose or vote on any resolution. Cllr Pope on item 15 as the originator of the correspondence 'Trees on Ham Lane'. Cllr Pope would leave the meeting while this matter was considered.
3. **Councillor Co-option** Cllr Taylor signed an acceptance of office form before the Clerk. It was noted that the Declaration of Interests form had been completed.
4. **Approval of Minutes** It was **RESOLVED** to approve of the minutes of the minutes of the monthly meeting held on December 3 2025 without amendments
5. **Community Reports** To receive reports from:
 - 5.1. South Hams District Council Councillor No report.
 - 5.2. Devon County Council Councillor The Clerk had forwarded the C.Cllr's January report to cllrs for information.
6. **Financial Matters**
 - 6.1. Finance Working Group To receive an update from the meeting of the Finance Working Group held December 9. It was reported that the working group had been through the end of year forecast line by line ahead of drafting a budget for the 2026/27 financial year. A further short meeting will be held to finalise the draft before recommending the budget and precept demand to the full council.
 - 6.2. To consider matters proposed by the Finance Working Group
 - 6.2.1. 2026/27 Budget and Precept demand Agree EGM date to set the 2026/27 Budget and Precept demand. It was agreed to hold a meeting on January 20 2026. 7pm Finance Working Group and 8pm Full Council.
 - 6.2.2. Capton Defibrillator To consider proceeding with the Capton Defibrillator project. It was **RESOLVED** to defer discussion to the next meeting and encourage further views from Capton residents.
 - 6.2.3. Grant application from Dittisham Village Hall consider recommendation of the Finance Working Group on awarding a grant. Defer discussion to the EGM on January 20, when the budget will be reviewed and approved.
 - 6.3. Receipts and Payments between meetings
 - Payment 2512_14 to ICO for annual fee= £47 no VAT
 - Payment 2512_14 to Lloyds Bank for bank fees = £4.25 no VAT
 - 6.4. January Payments It was **RESOLVED** to approve the following payments:
 - Payment 2601_1 to CRadford December Clerk Salary = £877.61 no VAT
 - Payment 2601_2 to HMRC for Tax and NI = £285.96 no VAT
 - Payment 2601_4 Pension contributions on Clerk's Dec Salary = £39.61 no VAT
 - Payment 2601_5 to RNeale for reimbursement: JottaCloud backup services Monthly renewal Dec at 12EUR per month (£10.48). Lebara mobile phone monthly renewal Dec at £4.90 per month plus reimbursement for gaffa tape Total £21.51 plus 82p VAT = £22.33
 - Payment 2601_6 to MHurrell for monthly car park checks and banking takings (Dec) = £150 no VAT
 - Payment 2601_7 to Pittman Trees for invoice 1572 for tree works at the Ham at £200 plus £40 VAT = £240
 - Payment 2601_8 to ARCCAS Inv 218 Grounds maintenance services carried out during December (Steps) at £30 plus £6 VAT = £36
7. **South Hams District Council's Planning Decisions** The following decisions were noted:
 - 7.1. [3172/25/LBC](#) Downton Barton Dittisham Listed building consent for repairs & alterations to include replacement of windows rooflights, re-rendering in lime, re-laying slate floors, re-building chimney, damp treatment, bathroom reconfiguration, roof & leadwork repairs APPROVED

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- 7.2. [3366/25/TCA](#) Dittisham T08: Ash – Reduce the tree to approx. 3 mtrs in height, retaining the trunk as a valuable dead-wood habitat for invertebrates and other wildlife APPROVED
- 7.3. [3418/25/HHO](#) Sunday School The Level Dittisham Rear extension to provide first floor shower room and WC APPROVED
8. **New Planning Applications** to consider a recommendation to the planning authority on the following applications:
- 8.1. [3321/25/HHO](#) Downton Barton Dittisham Householder application for new garden studio **It was RESOLVED** to SUPPORT the application.
- 8.2. [3609/25/HHO](#) Blackberry Cottage, The Lane Dittisham Householder Application for Alterations and extensions to property with associated landscaping work. New entrance door on the south-west elevation to provide an improved main access to the property. Two storey extension to replace an existing single storey lean-to extension. Small conservatory on the rear (north-east) elevation. New parking space accessed from The Lane. **It was RESOLVED** that the Parish Council neither supports nor objects to the application as insufficient detail has been provided on which to be able to make a recommendation.
- The Parish Council would seek more detail on car parking and a construction management plan due to concern about damage to, and obstruction of the lane.
 - The drawings on 'the proposed ground floor and first floor plan' do not match drawings on the 'proposed first floor and landscape plan'.
 - There is insufficient information provided on the drainage plan.
- 8.3. [3607/25/FUL](#) Red Lion Inn, The Level Dittisham Construction of ground floor bay window, proposed front porch canopy, rear first floor extension, installation of 3.no Juliet balconies, and roof light **It was RESOLVED** to SUPPORT the application.
9. **Planning Applications for information only**
- 9.1. [3733/25/PDM](#) Land at Sx 848 537 (Little Coombe Barn) Dittisham Application to determine if prior approval is required for a proposed change of use of agricultural building to 1No dwellinghouse (Class C3) & for associated development (Class Q (a+b)).
10. **Reports from Councillors' Working Groups and External Forums**
- 10.1. Neighbourhood Plan It was reported that 100+ returns have been made in response to the Neighbourhood Plan questionnaire to date. Three more people have come forward to join the steering group following the consultation. A coffee morning will be held towards the end of January to encourage further responses. Responses will be analysed, following which a public meeting will be held to share the findings, likely in March.
- 10.2. West Dart Bus *To receive an update on bus parking options* A 16 seater bus has been purchased, and will need to be parked somewhere from mid-January. It was agreed to pursue options to park on an off-road area on the Level, or on an area close to the end of the Level car park. It was agreed to inform the District Council that the Parish Council has given permission for the bus to be parked at the Level Car Park without payment. To avoid any loss of Parish Council revenue the West Dart Bus would be removed at busy times (Easter, summer months and Christmas, for example).
11. **Annual Away Day** *Consider date and arrangements for the Parish Councillors annual 'Away Day'*. It was proposed to hold the event between 10am – 1pm in mid-March. **ACTION: Cllr Neale** will set up and circulate a poll to enable a date to be selected, prior to booking a venue.
12. **The Level Phone Box** *Consider response to ideas for ongoing use.* No update. There will be no maintenance actions until weather improves.
13. **Free Parish Boat Park** *Receive update on management of the area at the end of Dittisham Sailing Club Boat Park.* Cllrs had been informed that, following investigation, Dart Harbour Authority has established that the triangle of foreshore south of the sailing club dinghy park is part of Dart Harbour's leased fundus. The Harbour Authority has started work to organise the area, currently occupied by a mix of abandoned, wrecked and used dinghies, beginning by establishing ownership of each boat. A letter has been attached to boats to encourage owners to get in touch with the Harbour Authority. The Harbour Authority is open to options for managing the site and would welcome the Parish Councils views. Noting that the Harbour Authority has a range of powers allowing it to remove abandoned boats, **it was RESOLVED** that the Parish Council considers its involvement in the matter as closed.
14. **Potential new car park** *To receive an update on options under discussion in the community.* Trial pits have been dug, and land is suitable for both a car park and a graveyard. Meetings will take place between the landowner and local community representatives to progress feasibility of the options and any agreements required.
15. **Correspondence and Contacts** *to note or consider*
- To note:**

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- #52 2025 DALC E-bulletin Cllrs were informed that the e-bulletin includes an update from the DALC Chair on Local Government Reorganisation proposals, now submitted to the Secretary of State. DALC has sent its [position statement](#) to all Principal Authorities and invited discussion with DALC on how the sector could help inform their thinking as they developed their ideas for governance at the most local level. DALC confirmed that the organisation would not endorse any one proposal unless it was clearly the view of a majority of its members. This seems an unlikely outcome as DALC members are affected differently by these very different proposals. DALC will evaluate whichever proposal/s the minister chooses for public consultation against its position statement.
- #54 2025 DALC E-bulletin Cllrs were informed that this bulletin includes details of a new training course for 2026: An Introduction to Neighbourhood Planning & Design Codes on 6:30 – 7:45pm 18/02/26 on Zoom. The Course includes an overview of the Neighbourhood Planning process, bringing a plan into force, design codes, resources (including grant funding), other options to Neighbourhood Planning and what reforms to the planning system may mean for Neighbourhood Plans. Information was forwarded Cllr Pope.
- The credit interest rates on your business account are coming down on 20 January 2026 Cllrs were informed that new interest rates for the Lloyds Commercial Account will decrease by 0.10%.
- Message from the SDNL Partnership Chair Cllrs were informed of correspondence thanking all contributors to the draft South Devon National Landscape Management Plan. The team is developing a consultation draft of the new plan drawing together the considerable evidence gathered and new policies are taking shape. The Plan is taking longer to draft, due to its ambition and to take into account accordance with newly released documentation including Environmental Improvement Plan 2025 and National Planning Policy Framework both released in December 2025. A programme to engage local schools is also in planning, due to there being limited input from young people. The Parish Council will be asked to respond to consultation on a refined draft within the first six months of 2026. The existing Management Plan will remain in force and be material to any planning decisions until the new Plan is adopted by Local Authorities.
- Temporary Traffic Notice - RIVERSIDE ROAD, Dittisham (TTRO2667336) Cllrs were informed of a road closure in place from 4th – 5th February 2026 between the hours of 9:30am – 3:30pm to enable gully sucking and cabling work. No alternative route will be in place, but access will be maintained for residents.

To consider

- Trees on Ham Lane Cllrs are asked to consider topping a clump of trees to stop them getting any taller. The trees are thought to be mainly hazel with some dead elm. It is suggested to top at/to 2 meters.
Cllr Pope left the meeting. It was noted that enquiries had been made as to whether any of the trees are subject to a Tree Protection Order (TPO). There was a discussion in which it was agreed that the Parish Council should consider adopting a tree policy, using the South Hams Tree policy as a model, and be part of a broader strategy of management and maintenance of trees in the parish. The Parish Council would not consider topping the trees until further consideration of policy on such requests was given. Cllr Pope returned to the meeting.
- 2026 Devon BOOKING REQUEST - Dittisham, Devon Cllrs are informed that the cost of the annual play inspection from RoSPA Play Safety will increase in the coming year. The cost in March/April 2026 will be £83.00 plus VAT per area for up to five play items. Any over five is an additional £4.00 plus VAT per item. If the number of play items to be inspected will not be changing in 2026, the cost will be £83.00 plus VAT. If the Parish Council would like to confirm an inspection for April 2026, an order should be made before the end of February. **It was RESOLVED** to book the inspection.

16. Next Meeting: To confirm the next meeting of the Parish Council will be held on Wednesday February 4 2026 at 7:00 pm.

Meeting closed: at 21:05