

# Meeting not open to the public



District Council

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## Councillors:

[www.eastdevon.gov.uk](http://www.eastdevon.gov.uk)

Thomas Wright (Portfolio Holder – Corporate Business)

Andrew Moulding (Portfolio Holder – Strategic Development and Partnerships)

Michael Allen  
David Barrett  
Marcus Hartnell  
Douglas Hull  
Geoff Jung  
Christopher Pepper

Community Engagement and Funding Officer  
DCC Ali Eastland

New Homes Bonus Panel  
Tuesday 22 March 2016 at 2.00pm

The above meeting will be held in the Room 1, Knowle, Sidmouth, to consider the matters detailed on the agenda below. Officers recommend that the meeting be held in private session as the papers include confidential information as part of the funding bids.

## AGENDA

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1 To confirm the notes of the New Homes Bonus Panel held on 25 January 2016.	4 - 6
2 To receive any apologies for absence.	
3 To receive any declarations of interests relating to items on the agenda.	
4 To note the following documentation:	
Parishes Together Fund Guidance Notes	7 – 10
5 <b>Broadhembury Lengthsman -£741.80</b> Broadhembury and Payhembury Parish Councils	11 – 16
6 <b>Dunkeswell Paperless planning- £7,024.40</b>	17 - 19

Chief Executive: Mark Williams

Plymtree, Awliscombe and Yarcombe Parish Councils

7	<b>Axmouth road wardens - £3,370.16</b> Axmouth Parish Council and Seaton Town Council	20 - 25
8	<b>Broadclyst PA &amp; Drainage £2,902.70</b> Broadclyst Parish Council	26-29
9	<b>Lympstone drainage bridge - £1,623.60</b> Lympstone Parish Council	30-43
10	<b>Musbury Drainage - £485</b> Musbury Parish Council	44-47
11	<b>Membury Drainage- £441.10</b> Membury Parish Council	48-53
12	<b>Gittisham drainage - £511.50</b> Gittisham Parish Council	54-59
13	<b>Plymtree drainage bridge - £508.20</b> Plymtree Parish Council	60 -63
14	<b>Hawkchurch Drainage - £462</b> Hawkchurch Parish Council	64 - 65
15	<b>East Budleigh Drainage - £1,354.10</b> East Budleigh Parish Council	66 - 69
16	<b>Brampford Speke - £640</b> Brampford Speke and Upton Pyne Parish Councils	70 - 73
17	<b>Uplyme drainage -£1,457.50</b> Uplyme Parish Council	74 -77
18	<b>Woodbury drainage - £2,562</b>	78 - 81
19	<b>Farway drainage - £226.60</b> Farway Parish Council	82-85
19	<b>Ottery St MaryTipton scouts - £2,852.40</b> Ottery St Mary Town Council and Newton Poppleford Parish Council	86-97
20	<b>Ottery St Mary public toilets - £6,330.80</b> Ottery St Mary Town Council and Talaton Parish Council	98 -101
21	<b>Axminster B Sharp - £2,550</b> Axminster Town Council and Chardstock Parish Council	102 - 109
22	<b>AxminsterAxe Vale Netball Club – £2,050</b> Axminster Town Council and Kilmington Parish Council	110 – 115
23	<b>Payhembury drainage - £400</b> Payhembury Parish Council	116-119

24	<b>Rewe – widening of footpath - £892.10</b> Rewe Parish Council	120-123
25	<b>Beer drainage - £1,174.80</b> Beer Parish Council	124-129
26	<b>Luppitt drainage - £396</b> Luppitt Parish Council	130-133
27	<b>Exmouth Christmas lights - £36,787.80</b> Exmouth and Honiton Town Councils	134-153
28	<b>Clyst St George drainage - £200</b> Clyst St George Parish Council	154-157
29	<b>Upottery drainage - £630.30</b> Upottery Parish Council	158-161
30	<b>Cotleigh drainage - £184.80</b> Cotleigh Parish Council	162-165
31	<b>Awliscombe signage - £225</b> Awliscombe Parish Council	166-169
32	<b>Stockland Cricket and play area benches - £1,,052.26</b> Stockland Parish Council	170 -173
33	<b>All Saints Drainage - £749.10</b> All Saints Parish Council	174 - 179

[Decision making and equalities](#)

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## EAST DEVON DISTRICT COUNCIL

### Notes of a Meeting of the New Homes Bonus Panel held at the Knowle, Sidmouth on Monday 25 January 2016

Present:	Councillors: Thomas Wright(Chairman) David Barratt Douglas Hull Geoff Jung Andrew Moulding Christopher Pepper
Officers:	Jamie Buckley, Community Engagement and Funding Officer Angie Hurren, Broadclyst Parish Council Clerk Chris Lane, Democratic Services Officer
Apologies	Councillors: Mike Allen Marcus Hartnell  Ali Eastland, Locality Development Officer, DCC

The meeting started at 2.00 pm and finished at 2.35 pm.

\*10 Minutes

The notes of the previous meeting of the New Homes Bonus Panel held on 26 November 2015 were confirmed as a true record.

\*11 Documentation

The Parishes Together Fund guidance notes and application form, circulated with the agenda were noted.

12 Future criteria of the Parishes Together Fund

The Community Engagement and Funding Officer outlined a letter received from Broadclyst Parish Council which expressed concerns at the recent changes to criteria with regard to the use of Parishes Together Fund monies for ditching and drainage works and potentially verge and hedge cutting. A Guidance Amendment had recently been issued by Devon County Council as follows:

Guidance part one, general applications:

1. Funds cannot be used directly for on-going staff costs or day to day running of a project, unless this is during a transition phase with documented evidence of how the project will become sustainable post transition.
2. Funds should not be used to support projects that are the direct responsibility of another agency
3. Funds cannot be allocated to individuals or private/for profit enterprises.
4. Funds should not be allocated retrospectively
5. Repeat funding should not be awarded unless there is a compelling business case proving transition to sustainability.
6. The TAP Fund manager/decision-makers must be satisfied that the project will benefit more than one Town or Parish.

Guidance part two, applications for ditching and drainage work:

1. Applications for ditching and drainage work will be exempt from guidance numbers 2, 5 and 6 above
2. Proposed work will need to increase frequency or be of a higher standard than that currently offered by DCC
3. Work will need to be carried out subject to the guidance available from DCC Highways

Previously the criteria had stipulated that ditch and drainage works could be funded once only, after which it must be precepted for; however the new criteria would allow repeated applications to the fund and the requirement to work in conjunction with another parish had been removed.

Broadclyst Parish Council were concerned that there was a danger parishes would now automatically look to use the Parish Together Fund for ditch/drainage works as a back stop funding source at the expense of wider projects and community initiatives. They were also concerned that parishes and towns could become dependent on Parishes Together funding to carry out ditch and drainage works, rather than finding more sustainable long term ways of solving problems.

Councillor Andrew Moulding explained that hardly any ditches and drains are the responsibility of Devon County Council; they were mainly the responsibility of landowners. Devon County Council should be contacted and asked whether there was any way they could force landowners to carry out their riparian responsibilities for ditches and drains to remove the strain from Parish Councils.

The Panel decided that parishes that chose to use their Parishes Together Fund for ditch and drainage works should continue to be allowed to do so as this was vital work for the parish.

Panel members acknowledged that parishes had the option of applying for ditches and drainage works but could always apply for other projects if they wished.

At his East Devon Tough choices meeting Councillor John Hart (Leader of Devon County Council) mentioned that the same exception as ditches and drainage could be extended to verges and hedge cutting. The Panel discussed this and decided not to extend the exceptions to verges and hedge cutting. They felt that ditches and drainage was more fundamental due to flooding issues so more worthy of being exempt from certain criteria.

Panel members acknowledged the legitimate concerns expressed by Broadclyst Parish Council and would look at the Parishes Together Fund every year to ensure it was working properly. The Panel also requested that parishes that submit successful ditches and drainage projects be told that the funding was not intended for continual use, that they may wish to precept in future years for the work and the suggestion be made that they look at more sustainable, long term solutions to the problem.

**RECOMMENDED:**

1. that Devon County Council be contacted to ask whether there was anything that could be done to force landowners to carry out their riparian responsibilities on ditches
2. that the Guidance Amendment from Devon County Council be accepted, subject to Town and Parish councils acknowledging that New Homes Bonus

funding for ditch/drainage work was not sustainable and that this funding was not guaranteed;

3. that the exceptions for drainage and ditch clearance should not be used for verge and hedge cutting.

\*13 Date of next meeting

That the next meeting be held on Tuesday 22 March 2016 at 2.00pm in Room 1.

# Parishes Together Fund 2015/ 2016

## Guidance Notes



### **Parishes Together Fund- An Introduction**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

### **How much can you apply for?**

There is a funding pot of £1.10 per elector in each Parish involved. The numbers of electors is taken from the electoral register as it stood in February 2015. This can be found at [www.eastdevon.gov.uk/grants-and-funding/parishes-together-fund](http://www.eastdevon.gov.uk/grants-and-funding/parishes-together-fund)

For example if you are in Beer (1,068 electors) and decide to work with Seaton (5,805 electors), you would have 6,873 electors in total. 6,873 electors X £1.10 per elector = £7,560.30

Every Town or Parish Council involved must make a proportionate financial contribution to the project from their own funding.

### **Who can apply**

**All applications must involve two or more Town or Parish Councils**, the aim of the funding is for Town and Parish Councils to work together on projects. Following a decision of collective support for an application, nominate a lead Council to complete the Application Form.

Only Town and/ or Parish Councils can apply for this funding. If you have a project you would like funded and are not a Town or Parish Council speak to your Town/ Parish Councils and they may wish to get involved and apply on your behalf. To find out how to contact your local council:

[http://www.eastdevon.gov.uk/parish\\_and\\_town\\_councils.htm](http://www.eastdevon.gov.uk/parish_and_town_councils.htm)

### **What projects are eligible for a grant?**

Grants are for capital (one off costs, costs of a permanent item, structure etc) and/ or revenue costs (day to day costs, temporary items, events etc).

Applications must show towns and parishes working together and involving their communities to try to solve local issues. Projects that create useful networks across the Parishes involved will be looked on favourably.

All grant money awarded must be spent and claimed within 12 months of receiving your grant offer letter.

### **What we will not fund?**

We will not fund unsustainable projects, salaries for ongoing posts, individuals, private businesses, revenue costs for existing projects.

### **When to apply?**

The closing dates for applications are 10 July 2015, 6 November 2015 and 12 February 2016. The fund is confirmed for this year only.

Once the deadline is reached incomplete applications will not be assessed.

### **How will we assess your application?**

Once the deadline has passed all applications undergo an eligibility check. If your application is incomplete or ineligible we will not take it any further.

Once your application has been passed as eligible it will be presented to a group made up of EDDC Councillors and a Devon County Councillor, for a decision to be made. They will take into account a number of factors such as:

- Evidence of local need
- How Parishes are working together
- Evidence of community support
- How well the project has been thought out and planned
- Project costs and any match funding

You will be told in writing whether your grant application has been successful or not. Successful applicants will receive a grant offer letter which must be signed and sent back to us within three months.

All grant money awarded must be spent and claimed within 12 months of receiving your grant offer letter.

### **Additional guidance on specific questions**

Question 5

#### **What is your project?**

Outline what is involved with your project. What do you intend to do? We want to know what you will do with the grant and what it will pay for.

Question 6

#### **Why do you want to carry out this project, why is it wanted and what difference will it make?**

Outline what impact/ difference the project will have on the quality of life for your users and community e.g. how it will solve a local issue, improve services or engage more residents in their communities.

Question 7

#### **How do you know this is needed? Who and how have you consulted?**



How do you know this is what is needed and wanted by the community? You may wish to include letters of support from the Town and Parish Councils involved, voluntary and community groups, residents, local organisations, businesses, Councillors etc. Think about the likely future needs of the Parishes. Have you undertaken any consultation exercises like Parish Plans, public meetings, other surveys that support your application.

Question 9

**What is the total cost of your project, and how have you arrived at that cost?**

If you are applying for more than £4,000, invoices and/ or receipts must be provided for all goods and services etc before the funding is given to you.

Question 10

**Funding from other sources**

You do not have to have funding from other sources but you may wish to increase the amount you have to spend by applying for match funding for your project, or each Town/ Parish contributing towards costs.

If you have any queries please contact Jamie Buckley, Community Engagement and Funding Officer, East Devon District Council, Knowle, Station Road, Sidmouth EX10 8HL, phone (01395) 517569 or e-mail [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)

## Guidance amendment from Devon County Council

Decisions on grants from the joint Fund are made having regard to the broad principles in part one of the guidance below. Applications for ditching and drainage work are subject to this guidance but with exceptions outlined in part two:

Guidance part one, general applications:

1. Funds cannot be used directly for on-going staff costs or day to day running of a project, unless this is during a transition phase with documented evidence of how the project will become sustainable post transition.
2. Funds should not be used to support projects that are the direct responsibility of another agency
3. Funds cannot be allocated to individuals or private/for profit enterprises.
4. Funds should not be allocated retrospectively
5. Repeat funding should not be awarded unless there is a compelling business case proving transition to sustainability.
6. The TAP Fund manager/decision-makers must be satisfied that the project will benefit more than one Town or Parish.

Guidance part two, applications for ditching and drainage work:

1. Applications for ditching and drainage work will be exempt from guidance numbers 2, 5 and 6 above
2. Proposed work will need to increase frequency or be of a higher standard than that currently offered by DCC
3. Work will need to be carried out subject to the guidance available from DCC Highways <https://new.devon.gov.uk/roadsandtransport/maintaining-roads/self-help-and-community-support/>

NB:

The County Council currently funds Lengthsmen visits to each parish twice a year and during these visits the Lengthsmen are required to undertake an annual clean, and clean all drainage features such as grips, easements and buddleholes.

Application to TAP will not preclude Parishes from these scheduled works, however; the County Council has worked with several parish councils and agreed to provide the funding we would have spent on the Lengthsmen so that the parish can make their own arrangements, for a more locally responsive or enhanced service. Under this arrangement the parish council must commit to proving at least an annual clean of each drainage feature. If a parish council wish to consider this arrangement in conjunction with an application for TAP funding they should contact their local Neighbourhood Highway Team to discuss.

# A. Broadhembury lengthsmen

## East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015 / 2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

### Section A - Your contact details

Q1 Name(s) of Town and Parish Council(s) Involved in submitting this application:

Broadhembury and Payhembury

Please nominate one lead person at one of the Parish or Town Councils involved and fill in their details below. This person will receive all communications about the funding and their Parish or Town Council will receive and be responsible for any funding received on behalf of all involved.

Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):

Keith V. Granger, Broadhembury  
Grange Lodge,  
Broadhembury  
Honiton EX14 3LJ

Q3 Main contacts phone number:

01404841223

Q4 Main contacts e-mail:

k.j.granger@broadhembury.plus.com

### Section B - About your project

**Q5 What is your project?**

We wish to cut and maintain grass on our Village Green/Open Spaces/Churchyard around our village and parish as we have many visitors to our thatched village and its many footpaths/bridleways.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

We need the funds from the PTF as our Precept cannot go up beyond 2% and the work is necessary as we are a tourist attraction and we need visitors to keep our post office/shop/pub viable.

**Q7 How do you know this is needed? Who and how have you consulted?**

Previous monies from the PTF have been very successful in various ways and have helped in this time of shortfall to keep villages around East Devon attractive to the eye.

Garden Contractors

**Q8 When do you intend to start work on this project and how long is work likely to take?**

Work will start when the spring grass grows in April/May and will continue through the year

### **Section C - Project costs and match funding**

**Q9** What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?

The cost of this work will be in the region of £700  
 This is the approx. cost that we have paid for this work in 2015

**Q10** Funding from other sources

Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below): .....

~~£700~~ £741-80

Broadhembury our full PTF allowance £559-90  
 Payhembury ~~nominal £25~~ £181-90

Town or Parish Councils contributions: ..... None  
 Other match funding (please give more details below and state whether confirmed): ..... None

None

Total cost of project: ..... ~~£700~~ £741-80  
 Shortfall (please specify below how this shortfall will be met): ..... nominal

If we have a shortfall it will be covered by our Precept

**Section D - Checklist**

Please check you have completed all of the information above.

- You may also wish to include:
- Quotes for project costs
  - Details of offers/ grants from any other funder/ organisation
  - Photographs, specifications and drawings
  - Extracts from your Parish Plan(s)
  - Evidence of consultation e.g. letters of support

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant (or type name and this will be counted as a signature):**

K.V. Granger Parish Clerk

**Q12 Date:**

4.1.2016

The closing dates for applications will be on 10 July 2015, 6 November 2015 and 12 February 2016. At this stage Devon County Council have only been able to confirm their funding of this scheme for this year only.

Please send completed forms and accompanying information to:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Station Road, Sidmouth, EX10 8HL

E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)

## **Broadhembury lengthsman extra information**

**What has happened with the lengthsman duties up to now? Have they been reducing? Do the Parish Councils or DCC fund them? This funding cannot be used for ongoing costs / projects. If the Parish Council funded this work of roughly the same level last year through the precept it would not be eligible for a Parishes Together Fund grant. This is because it would be ongoing works and could not be a trial scheme. If it would be significantly more than what has been done or what the PC has paid for before then you could send me information about this and I could look to put it forward as something like an enhanced trial scheme that you would then need to precept for it in following years if it was successful.**

You possibly know we at Broadhembury have been undertaking many of the lengthsman's duties over the last 2/3 yrs, ditch clearing/flood relief etc. and are about to reinstate a field ditch approx. 200yds long very shortly with last yrs. PTF therefore taking surplus field water away before it comes out on the highway, this has proved successful in many areas and helped to reduce the lengthsman's duties. Our PTF with Payhembury a couple of yrs. ago over the control of Japanese knotweed at Luton has also proved very successful, with the help of volunteers this is almost complete and for a fraction of the cost if we had used professionals. This yrs. application for grass cutting/general maintenance of our Open Space/Churchward etc. we as a PC have not undertaken before (apart from paying a villager £50 per annum for grass cutting on the triangle upon entering the village) although we have historically given a grant yearly to help keep the Church open.

**Do you have any idea of the amount / numbers of tourists that the village attracts?**

Realistically this is difficult however with many visitors using our footpaths (we had 5000 leaflets printed showing all the paths a few yrs. ago and they have all been used, now all our Rights of Way etc are on our web-site) I would estimate the figure in 1000's rather than 100's.

**Has there been a limit of 2% set in the rise of Parish Councils precepts?**

In the early yrs. of 2010/11/12 and maybe 13 we did not raise our precept but in the last 2 yrs we have increased by 2% annually.

**Q7 How do you know this is needed? Have tourists complained not enough is being done? Have residents or local businesses complained that not enough lengthsman time is being carried out? What is the evidence on the ground that supports the need for this funding?**

People both local and visitors have said with such an historical village in a AONB it was a shame our Open Spaces etc. could not be maintained better, but with our lengthsman coming just 3 times a year he needs help on the ground.

Hello Jamie,

Payhembury Parish Council has decided to split its Parishes Together Fund for the forthcoming year, if acceptable.

Firstly, we have submitted an application of our own for ditch and drain clearing work. I have completed the on-line form this evening, so I trust you have received this.

Secondly, we are working with Broadhembury Parish Council on their grass cutting application - which has already been submitted. Previously, we had just committed a small amount to this, however, further to correspondence with both DCC and EDDC regarding grass cutting, we have concluded a larger application would be of benefit to the Parish. As such, I would be very grateful if you could increase our request within Broadhembury's application to £181.90 (it was originally £25.00). In support of this increase we have seen over the course of 2015 that the grass cutting schedule (outside of our control) has not been adhered to and is unlikely to be a priority for either DCC or EDDC for the forthcoming year. Our Parish Road Warden could coordinate this work along the Highways.

If you require any further information for either application, please do get in touch with me. I would be very grateful if you could acknowledge receipt of our individual application, and also the increase in our request within Broadhembury's application, when you get a moment. I realise this is a busy time for you - apologies for being one of those that has left it to the last minute!!

Many thanks  
Sue

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Sue Morris  
Parish Clerk, Payhembury Parish Council  
3 Spence Cross, Payhembury  
Honiton EX14 3JH

01404 850094



## B. Dunkeswell paperless planning

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues. Please submit joint applications between Parish/ Town Councils.

#### Section A- Your contact details

##### Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:

Aylesbeare  
Broadclyst  
Clyst Honiton  
Clyst Hydon  
Cranbrook  
Colaton Raleigh  
Dunkeswell  
Farringdon  
Offwell  
Poltimore  
Rockbeare  
Sheldon  
Whimple

(Several other parishes are otherwise committed but interested or want to use buying power)

##### Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):

Tracey Bell, Clerk to Dunkeswell Parish Council  
The Old Kennels, Stentwood, Dunkeswell, Devon EX14 4RW

Q3 Main contacts phone number: 01823 681138

Q4 Main contacts e-mail (IN BLOCK CAPITALS): clerk@dunkeswell.net

#### Section B- About your project

##### Q5 What is your project?

'PAPERLESS PARISHES'

##### Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?

As our lives, councils and communications move to paper-free systems there is a need to ensure parish councils, village halls and clerks are equipped to deal with the changes.

With obvious environmental and cost saving benefits, the advent of paper-free planning by our District Council EDDC has provided the catalyst for a joint action to use group buying power for the purchase of hardware such as projection equipment, training and wifi connectivity in halls.

With every hall, council and clerk requiring different equipment we are working with Project Cosmic to procure from a 'pick and mix' list to choose our exact requirements, with the aim of complete flexibility.

With new equipment, connectivity and training comes opportunity for halls to widen their horizons and offer new types of use, such as conferencing venues, meeting places and of course local user groups who might spark from the possibilities (eg silver surfer groups, adult education and so forth). Of course in the past this would have meant unreasonable amounts of hardware, but in this day and age any hand held device could be brought along and used with open wifi.

In short, the project seeks to inspire flexibility and new opportunities for the halls as well as bring environmental, and cost benefits for the councils.

### **Q7 How do you know this is needed? Who and how have you consulted?**

In the past when paper planning applications were submitted to the District Council for consideration several paper copies of all plans, maps and forms had to be submitted by the applicant and these were sent to the consultees. With the majority of planning applications now submitted *online* the district council has to bear the cost of printing and posting these paper copies for distribution to the parishes, councillors, consultees and for public view.

Each parish in East Devon has been asked if they would like to use their Parishes Together Funding for improved technology to assist this process, and many have been keen to take the opportunity. There are parishes who are keen who have already committed their PT funding to other schemes (particularly those prioritising flooding and highways works), but even those have expressed interest if it were possible to make a similar application for a future year.

### **Q8 When do you intend to start work on this project and how long is work likely to take?**

As soon as possible, the hardware being procured and fitted we would then hope that training and other elements would all be in place and completed by March 2017.

## **Section D- Project costs and match funding**

### **Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

We would like to raise the sum of £7,024.40 from our Parishes Together Funding.

It is envisaged that each parish will receive a small grant which they will use appropriately to their local need. It is important that grant can be spent creatively by each parish, on or towards hardware, installation, training, new user groups in the halls and connectivity. It is also important to understand every parish will have very different needs, from the smallest parish meeting to far larger parishes with multiple locations which they might like to equip. This flexibility in spend will highlight how parishes can work creatively to achieve their aims, the parishes will share their experiences and buying power to assist one another achieve the most benefit across the District. The measurable success will be in terms of EDDC successfully ceasing to print and post paper planning applications thereby saving money and carbon.

### **Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

**Other match funding (please specify below and state whether confirmed)**

Aylesbeare	(463)	£ 509.30
Broadclyst	(2377)	£400.00 (part application)
Clyst Honiton	(204)	£400.00 (part application)
Clyst Hydon	(214)	£ 235.40
Cranbrook	(?)	£400.00 (part application)
Colaton Raleigh	(518)	£569.80
Dunkeswell	(1225)	£1347.50
Farringdon	(270)	£297.00

Offwell	(334)	£367.40
Poltimore	(214)	£400.00 (part application)
Rockbeare	(663)	£400.00 (part application)
Sheldon	(154)	£169.40
Whimble	(1390)	£1529.00 (£400 has been drawn towards another project)

(Other parishes are otherwise committed but interested or might just want to use buying power of group)

TOTAL £7024.40

This will be matched or exceeded by some parishes; however we are not making this a criteria for parishes to be involved as some parishes do not draw large precepts, it at all at present and have not had time to precept for this project.

It should be noted that other parishes are also interested but have already committed to joining with other parishes for this scheme for this financial year so are unable to apply, but still want to be involved.

### **Total cost of project**

#### **Shortfall (including how you are going to meet the shortfall)**

Any shortfall will be met from the individual parishes precepts, possibly from other grant schemes, or time in kind contributions if working in partnership on projects.

### **Section F- Checklist**

#### **Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** (Clerk) Dunkeswell Parish Council

**Q12 Date:** 19<sup>th</sup> January 2016

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Station Road,  
Sidmouth, EX10 8HL E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk) Phone: 01395 517569**

## C. Axmouth road wardens

# East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015 / 2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

### Section A - Your contact details

**Q1** Name(s) of Town and Parish Council(s) involved in submitting this application:

Seaton Town Council  
Axmouth Parish Council

Please nominate one lead person at one of the Parish or Town Councils involved and fill in their details below. This person will receive all communications about the funding and their Parish or Town Council will receive and be responsible for any funding received on behalf of all involved.

**Q2** Main contacts name, Town or Parish Council they represent, and address (including postcode):

Becki Davey  
Seaton Town Council  
Town Hall  
SEATON  
EX12 2LD

**Q3** Main contacts phone number:

01297 21388

**Q4** Main contacts e-mail:

assistant@seaton.gov.uk

### Section B - About your project

**Q5 What is your project?**

To purchase safety equipment, safety and hi-viz clothing, chainsaw training and legally required road signs to enable Road Wardens (Chapter 8 trained) and volunteers to carry out work alongside the highway safely.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

Devon County Council is encouraging Parish and Town Councils to support community self help groups and give them the opportunity to take control of small local maintenance tasks, allowing them to manage local volunteers and maintain their own local area.

To allow these volunteers to carry out the required works safely, they must have road signs advising people of the works being undertaken.

To have the relevant equipment and safety clothing will enable the Road Wardens and volunteers to feel safe and hopefully encourage others to help by showing that the only item they will need to provide is their time.

It is necessary for people using chainsaws in a professional capacity to have the correct training. By allowing the Road Wardens (1 in Axmouth and 2 in Seaton) to attend this training is yet another aspect to ensure the safety of not only the Road Wardens themselves but also the volunteers working alongside them.

**Q7 How do you know this is needed? Who and how have you consulted?**

Due to cuts from Central Government, Devon County Council has had to prioritise spending and one area where cuts have been made is road side maintenance.

The maintenance and appearance of the town and village are important to local residents and visitors alike. Having spoken to local residents and possible volunteers, they would be happy to give their time but are concerned about their safety and the costs.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

As soon as items have been purchased, works will be undertaken throughout the year.

## Section C - Project costs and match funding

**Q9** What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?

£ 3370.16 (ex.VAT). Costs have been obtained online. Searching several sites has enabled the costs to be kept low. I have attached a spreadsheet with the costs broken down.

**Q10** Funding from other sources

Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below): .....

3370.16

Seaton Town Council £2947.96  
Axmouth Parish Council £ 422.20

0.00

Town or Parish Councils contributions: .....

Other match funding (please give more details below and state whether confirmed): .....

None

3370.16

Total cost of project: .....

Shortfall (please specify below how this shortfall will be met): .....

None

## Section D - Checklist

Please check you have completed all of the information above.

You may also wish to include:

- Quotes for project costs
- Details of offers/ grants from any other funder/ organisation
- Photographs, specifications and drawings

- Extracts from your Parish Plan(s)

Evidence of consultation e.g. letters of support Before signing, please read

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

Q11 Signature of applicant (or type name and this will be counted as a signature):

*R Davey*

Q12 Date:

26<sup>th</sup> January 2016

The closing dates for applications will be on 10 July 2015, 6 November 2015 and 12 February 2016. At this stage Devon County Council have only been able to confirm their funding of this scheme for this year only.

Please send completed forms and accompanying information to:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Station Road, Sidmouth, EX10 8HL

E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)



## Cone Signs and Cones

Type of Sign	Quantity required	Cost per item	Total	Company
Stop / Go	4	42.95	171.80	Start Traffic
Men at Work - End	4	24.10	96.40	Road-Signs.uk.com
Men at Work	4			
Keep Right	2			
Keep Left	2	94.95	189.90	Start Traffic
Road Narrows Left	2			
Road Narrows Right	2			
(All 6 signs are a Chapter 8 Compliant Cone Sign Package)				
Cones	60	4.95	297.00	Start Traffic
			53.99	Delivery Charges
<b>Total</b>			<b>809.09</b>	

## Equipment and Accessories

Item	Quantity required	Cost per item	Total	Company
Stihl Hedgetrimmer	1	351.67	351.67	Radmore & Tucker
Stihl Chainsaw	1	626.50	626.50	"
Chain	1	24.90	24.90	"
2 Stroke Oil	1	5.78	5.78	"
Chain Oil	1	11.50	11.50	"
Stihl Brushcutter	1	431.25	431.25	"
Grass Cutting Blade	1	6.62	6.62	"
Strimmer Head	1	19.58	19.58	"
Circular Saw Blade	1	14.87	14.87	"
Rope 16mm x 50m	1	155.00	155.00	Treeworker
			11.40	Delivery Charges (TW)
<b>Total</b>			<b>1659.07</b>	

## Safety and Hi-Viz Clothing

Item	Quantity required	Cost per item	Total	Company
Vest	4	1.19	4.76	The Safety Supply Company
Waterproof Jacket	4	13.95	55.80	The Safety Supply Company
Chainsaw Chaps	1	53.00	53.00	Amazon
Chainsaw Gloves	1	26.81	26.81	Radmore & Tucker
Chainsaw Helmets	2	35.50	71.00	Radmore & Tucker
Work Gloves	4	2.92	11.68	Radmore & Tucker
			3.95	Delivery Charges
<b>Total</b>			<b>227.00</b>	

## Chainsaw Training

Item	Quantity required	Cost per item	Total	Company
2 day training course	3	225	675.00	Hush Farms
<b>Total</b>			<b>675.00</b>	

**Grand Total 3370.16 (All costs ex.VAT)**

# D. Broadclyst PA+ drainage

## East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues. Please submit joint applications between Parish/ Town Councils.

### Section A- Your contact details

Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:

Broadclyst  
Clyst Honiton  
Cranbrook  
Poltimore  
Rockbeare

Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):

Angie Hurren, Clerk to Broadclyst Parish Council  
19 New Buildings, Broadclyst, Exeter, Devon EX5 3EX

Q3 Main contacts phone number: 07532 286713

Q4 Main contacts e-mail (IN BLOCK CAPITALS): clerk@broadclyst.org

### Section B- About your project

Q5 What is your project?

*"Fluent and free flowing"*

Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?

The Joint Parishes of Broadclyst, Clyst Honiton, Cranbrook, Poltimore, and Rockbeare would like to contribute a grand total of £2,000 (working out at £400 each) from their combined Parish Together funding towards the Paperless planning project headed up by Dunkeswell Parish Council. This will be in order to take advantage of the buying power of Cosmic to secure the necessary equipment (projector and screen x 5) to view planning applications once EDDC goes paperless.

This leaves a balance of £2,893.24 which the Joint Parishes wish to pool in order to address 2 common needs and issues in the West End of East Devon: a shared all-weather PA system for outdoor events; maintenance work on the rivers Clyst and Cranny to remove detritus and clear the worst of the undergrowth/overgrown areas.

Q7 How do you know this is needed? Who and how have you consulted?

#### PA System:

Outdoor events are held throughout the summer season in all parishes and give communities the opportunity to come together in everything from classic village fetes to community consultation/ engagement events. Currently each parish hires its own PA system, however the purchase of such a system would keep overheads down. It would be stored by Cranbrook Town Council as it is anticipated in the forthcoming years it is the one parish which is likely to have the most frequent events and therefore greatest need of it. Approximate cost: £1,200

**Clyst and Cranny work:**

Historically the rivers were cleared by the National Rivers Authority and riparian landowners, however this has fallen by the wayside and now there are parts of each river which have become severely silted-up and their flow impeded by detritus and dense over/undergrowth.

Whilst it is appreciated that what would happen in an ideal world is for both rivers to be dredged, the local councils also appreciate the funding required to do so is colossal. By working with landowners and the EA it is thought that some maintenance work to clear the worst areas can be nothing but beneficial to all residential and commercial properties along both rivers.

In 2014 Broadclyst Parish Council secured Pathfinder funding to, amongst other things, install a river level gauge on the Cranny. The gauge sends text alerts to the Community Flood and Road Wardens warning of levels rising and impeding flooding at Wishford, thus allowing the parish to monitor for flooding, share alerts to the public via Facebook and Twitter, and put on temporary road closures whilst the fords become impassable.

This has resulted in an almost zero accident/incident rate on this main commuter route through the wet period between Christmas and New Year, and again in January. The parish managing the works frees up the emergency and highways services from the need to monitor and attend broken down/abandoned cars which have been problematical in the past. It is hoped that with regular maintenance work the drainage of both rivers will improve and the safety of the general public and motorists will be enhanced.

Should the benefit prove to be even greater than anticipated, annual work could be undertaken by the parishes working in conjunction with major landowners and stakeholders.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

As soon as possible: the PA system will be a one-off capital purchase; the river clean would be undertaken with close liaison with the Environment Agency / landowners, and completed during the summer when the fields are firm enough and the fish spawning season has passed.

The river project would be reviewed on completion, a decision made if to continue and future funding sources considered.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

PA system: circa £1,200

River clearance work: £1,693.24

~~£1,693.24~~  
£1,702.70

**Q10 Funding**

Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)

Other match funding (please specify below and state whether confirmed)

Parish	15/16 PTF budget	Available?
Broadclyst	£2,614.70	Yes
Clyst Honiton	£224.40	Yes
Cranbrook	£1,098.90	Yes
Rockbeare	<del>£729.30</del> <del>£696.30</del>	Yes
Poltimore	<del>£235.40</del> <del>£358.91</del>	Yes
<b>Total</b>	<del>£4,993.24</del> <del>£4,967.70</del>	
Less 5 x £400 (to be allocated to the Dunkeswell Paperless Planning project)	-£2,000.00	
<b>Total requested:</b>	<del>£2,967.70</del>	

£4,902.70

~~£2,967.70~~  
£2,902.70

**Total cost of project**

**Shortfall (including how you are going to meet the shortfall)**

Any shortfall will be met from the individual parishes precepts, possibly from other grant schemes, or time in kind contributions if working in partnership on projects.

**Section F- Checklist**

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:**

*Angie Hurren*

(Clerk) Broadclyst Parish Council

Q12 Date: 22<sup>nd</sup> January 2016

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Statton Road,  
Sidmouth, EX10 8HL E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk) Phone: 01395 517569**

## D.2 Broadclyst PA and river clearance further information

### Which parishes to the Cranny and the Clyst run through?

The Cranny has 2 main tributaries, one of which rises in Rockbeare and the other rises in Whimple Parish; the two tributaries merge into the main Cranny river in Cranbrook Parish, in the Country Park just north of Tillhouse Road.

The Clyst rises at Clyst William which is in Clyst Hydon Parish, comes through Clyst St Lawrence parish into Broadclyst parish where it forms the boundary between the parishes of Broadclyst and Poltimore for some of its course.

The Cranny then becomes a tributary of the Clyst in the south of Broadclyst Parish near Mosshayne farm, after which it passes through into Clyst Honiton parish.

Both rivers are 'main rivers' and are therefore under the jurisdiction of the EA.

## **E. Lympstone drainage bridge**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

##### **Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Lympstone Parish Council

##### **Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Tony Le Riche, Clerk, 8 Drakes Gardens, Drakes Avenue, Exmouth, EX8 4AD

##### **Q3 Main contacts phone number:**

01395 279665

##### **Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

Clerk@lympstone.org

#### **Section B- About your project**

##### **Q5 What is your project?**

Raising a bridge that carries the footpath over the Wotton Brook at Pretty Corner, Lympstone, and consequent improvements to footpath no 1. These latter works include dredging the brook of clean effluvial deposits and using them to raise the level of the path to meet the new height of the bridge. This material is free draining and so should keep this section of the path in a more usable condition for some time.

##### **Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

This bridge is made of pre-cast concrete and has a depth of about 16 inches and as such, is a barrier to the free flow of water in the Wotton Brook at times of high water flow. There is also a secondary brook that joins the Wotton brook a few metres upstream of this bridge. The water backs up both water courses and has the potential to cause flooding to a number of properties in this area. The works will raise the bridge by 12 inches. This will allow a greater flow of water along the brook and reduce the possibility of flooding to houses. The works will also make the footpath more usable.

##### **Q7 How do you know this is needed? Who and how have you consulted?**

Residents in the area have suggested the works. One is a civil engineering contractor, another is a landscaping contractor and another is a retired Civil Engineer. Another retired

Civil Engineer who lives in the village has proposed this as one of a number of schemes that will reduce the risk of flooding in the Parish.

The Environment Agency have been consulted as they are responsible for the Wotton Brook in this section. They support the scheme and have waived their costs in processing the formal works application. They have also prepared the Method Statement for the works.

Jessica Bott, Senior Flood Risk Officer, Flood Risk Management, Environment Group of DCC supports the scheme. Devon County Council is the footpaths authority for Footpath no 1 in Lypstone which is carried over the Wotton Brook by this bridge. They support this scheme and will make the temporary footpath closure order that will be necessary to enable the works to be carried out safely. They have agreed to waive their costs for this application.

The landowners for the section of Footpath on either side of the bridge have been consulted and both support the works.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

Subject to funding and the other formalities, it is hoped to carry out the works in Mid to late March at times of low water flow

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Two quotes for the work have been received. These are attached. Mr Tyrrell is a local contractor and is landowner of land to one side of the bridge. It is proposed to accept his quote. Other costs for river works consent and footpath closure have been waived as an indication of support for the project.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£1,623.60

**Other match funding (please specify below and state whether confirmed)**

Town or Parish Council's contribution: £26.40

Other match funding: £0

**Total cost of project**

£1,650

**Shortfall (including how you are going to meet the shortfall)**

£0

If there are any unforeseen costs, these will be met by Lypstone Parish Council.

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** A J Le Riche

**Q12 Date:** 1st February 2016

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**



## **Lympstone drainage bridge extra information**

**Who is responsible for the bridge and brook and why are they not carrying out the works themselves and paying for this to happen?**

Ownership and responsibility for the bridge is a difficult position.

The bridge was installed in the early 1960's as part of the flood defence works for Lympstone. It does not look as though it has had any maintenance since then.

The Environment Agency have some responsibility for the Wotton brook in this area as it is classed as a main river. However, this does not include responsibility for bridges, banks etc and they look to the riparian owners to carry out some maintenance works.

The bridge carries Public footpath no 1 Lympstone over the brook and so DCC have an interest as Footpaths authority. However, they would only look to ensure that the path is open and so they would not have any responsibility for the bridge.

The section of path leading to the bridge from Pretty Corner is owned by Mrs Russell and the section from the bridge is owned by Mr Tyrrell. However, neither of them would gain from raising the bridge and so they would not be willing to spend money on this.

Properties at Pretty Corner will benefit by having the risk of flooding reduced but they have no definable interest in the brook or the bridge.

Hence, the Parish Council is taking an overall civic responsibility for this and is applying for funding for the works, which will improve drainage in this area.

**Lympstone has £1,623.60 available to it and the total cost of the project is £1,650. How will the remaining £26.40 be funded?**

The balance of £26.40 and any contingency costs will be met by Lympstone Parish Council from its own funds.

**Have the Senior DCC Flood Risk Officer and the Environment Agency approved the quote and materials to be used etc?**

Jessica Bott, Senior Flood Risk Officer has seen the method Statement and Quote and comments as follows:

"Hi Tony,

I am happy that you have everything covered with the relevant quotes and going through the Environment Agency and DCC Public Rights of Way.

I have no other comments to add. It would be good to see some photos of the works when in progress and finished though! It's good to have a news story for any of our newsletters that show a Parish being proactive.

Kind regards

Jessica"

Tom Walling, Partnership & Strategic Overview Team (Devon), Flood & Coastal Risk Management, Environment Agency has prepared the method statement for the works and the quote submitted by Mr Tyrrell and comments as follows:

" Tony,

Many thanks for your email. I'm glad to see that this matter is progressing.

Having reviewed Dave Tyrell's quote, I confirm that his outline of works would conform to the granted flood defence consent permission from the Environment Agency, which incorporates the method statement that you have attached. I cannot comment on pricing issues.

Unfortunately, the EA would be unable to oversee the work on site. However, we would be able to carry out a post-construction consent compliance check and also be available for advice/guidance during construction.

Ownership of the bridge has not been established as part of our involvement. Given that the bridge falls on a 'definitive' footpath, then we suggest that Devon County Council would have ownership interests. It is understood that the Environment Agency's predecessor, the Devon River Board, replaced the bridge in 1962 as part of wider flood defence improvements on the Wotton Brook.

I hope this answers your questions, but please contact me if there is anything further.

Regards,

Tom."

In view of Tom being unable to oversee the works, I will do this. I was Clerk to the Chapter of Exeter cathedral and had overall responsibility for all aspects of repairs and maintenance of the cathedral and its associated buildings, including health and safety arrangements for many complex tasks.

I have had a look at the DCC guidelines for works adjoining the highway as requested by Ali Eastland and can confirm that Mr Tyrrell has had Chapter 8 training and is used to working on or adjoining the highway in his work as a grounds and tree works contractor. He carries public liability insurance for his work.

***Lympstone Bridge Raising*****NGR SX 99575-84035****Method Statement**

- Access to the site to be gained from the existing public footpath or via land on the left-hand bank (looking downstream).
- Concrete surround to be removed from abutments to ensure that bridge deck is free to be jacked-up.
- Timber sleeper to be placed on channel bed against each abutment to act as a base for jacking.
- 10-ton bottle jacks to be used to progressively jack-up bridge deck at either end. The raised deck will be supported with concrete blocks as jacking proceeds.
- Concrete beams will be employed on the right-hand bank to assist with forming a cantilever type foundation to provide more rigid support for the bridge deck where there is minimal overlap.
- Bridge deck will be jacked to increase the elevation by at least 12" (300mm). The final setting will ensure that the bridge deck is level.
- The elevated abutments will be finally set by casting a concrete surround.
- Exposed shoal material will be removed from the channel beneath the bridge and reused on the footpath on the approach to the bridge.
- Timber decking will be employed to assist with the new approaches at either end of the bridge.
- The surface water drain on the left-hand bank immediately downstream of the bridge will be excavated and formalised with a new pipe beneath the footpath.
- Works will be undertaken during low flow conditions, with solely pedestrian access to the channel for the jacking operation. Care will be exercised with all concreting operations to ensure that wet concrete cannot pollute the watercourse.

Prepared 11/01/16.

2015/16 Year End

NEW YEAR Year 2016/17	
DELIVERY date from FRI 1 April 2016	Invoice received and matched FRI 1st April onwards
Invoice received and matched before WEDS 1st April	Commits in NEW year
Commits in NEW year	Eproc NOT available
Commits in NEW year	Invoice paid in NEW Year

NEW YEAR Year 2016/17	
Invoice received 1 March to MON 31 March 2016 AND £1,000+	Invoice received and matched FRI 1st April onwards
Put "16/17" on invoice and Yellow Slip	Crs will process into NEW year and PAY INVOICE in NEW Year
	Process invoice as normal

NEW YEAR Year 2016/17	
Invoice raised 1 March to 25 March 2016 AND £1,000+ Relating to NEW YEAR	FRI 1 April 2016 onwards
Process invoice as normal	Drs will process in OLD year
Complete "Receipts in Advance" form by MON 4 April	Acctcy will accrue income into NEW year
	Drs will process in NEW year

Old Year 2015/16	
DELIVERY date up to THURS 31 March 2016	Invoice received and matched FRI 1st April onwards
Invoice received and matched before 31 March 16	Commits in OLD year no action
Commits in OLD year no action	Crs will process in OLD year
FRI 1st April	Eproc NOT available
MON 4 April onwards	Complete EPROC list from Claire Mitchell by FRI 8 April (Detailed instructions with the list)
	Crs process in new year
	Accountancy move to OLD year

Old Year 2015/16		
Invoice received by Noon FRI 25 March 2016	Invoice to be received after FRI 25 March 2016 AND £1,000+	Tues 5th April onwards
Process invoice as normal	Process invoice as normal	Accruals deadline missed
Crs will process in OLD year	Complete "Creditors Accrual" form by tues 5 April	Crs will process into NEW year
Goods/services received on/before Thurs 31 Mar 16		
Goods/services to be received on/after 1 April 16		

EXCLUDES ANNUAL BILLING!		
Old Year 2015/16		
Raise in your section or Submit to DRS Section by FRI 25 March 2016	FRI 1 April to Thurs 7 April	FRI 1 April 2016 onwards
Submit to Drs Section FRI 27 March	Drs will process in OLD year	Accruals deadline missed
Debts relating to 2015/16	Raise/submit invoice as normal	Drs will process into NEW year
Debts relating to 2016/17	Complete "Debtors accrual" form by TUES 7 April	Drs will process into NEW year
	Acctcy will accrue income into OLD year	

# C Sansom Ltd

Surfacing & Groundwork's Contractor

[www.csansom.co.uk](http://www.csansom.co.uk)

Tel/Fax: 01647 440529  
Chris Mobile: 07966289647  
Neil Mobile: 07792313078  
Email: [chris@csansom.co.uk](mailto:chris@csansom.co.uk)

**Cranbrook Cottage, Moretonhampstead, Devon TQ13 8PX**

**V.A.T. Reg. No. 866 2998 60**

Quote No: 1634

## QUOTATION

23<sup>rd</sup> December 2015

FOR THE ATTENTION OF MR R STEWART

Endsleigh Cottage  
Longmeadow Road,  
Lypstone  
Devon  
EX8 5LL

Dear Mr Stewart

I now have the pleasure of submitting the following quotation:

### Pedestrian Bridge in village

To break out existing concrete ramp up to bridge, and cart spoil to tip

To Supply and Jack bridge with Bottle jacks to raise by 300mm.

To Supply and install 2No Galvanised box sections steels, and secured with fixings.

To lower bridge onto steels and remove props.

To concrete behind props as necessary to help secure in place and prevent path erosion.

To shutter new path formation at no greater than 1:10 fall, with 150x25mm treated timber, pegged and secured as necessary.

To supply and lay 20mm scalplings to correct falls and levels and roll.

To supply and install post and rail fence as necessary, with 100mmx100mm posts, concreted 600mm into the ground.

In the sum of £3,200.00  
(Plus VAT)

Note: Works carried out will be at low water, overpumping would be an additional costing if this isnt possible.

Yours sincerely



Mr N Sansom  
BEng (Hons)

Dear Tony

Please find my estimate for the following work.

Close the footpath when work is on going with the appropriate signs.

Break up the old concrete either end of the bridge.

Jack the bridge up one foot or 300 mm.

Reinforce the North end of the bridge with concrete beams dug into the bank and concreted in

Bring the bridge level with concrete blocks to leave the bridge one foot / 300mil higher than what it is now .

Supply and fit 8"x3" tanalised timber gravel boards on the south and north sides of the bridge.

Supply and dig in a new 6" land drain pipe to drain water under the footpath on the South side of the footbridge.

Back fill both sides of the bridge on the footpath with stone from under the bridge to make up the level of the footpath to the new height of the bridge.

Reopen the footpath and leave the site clean and tidy .

Cost to include all labour and materials £1650:00.

I would estimate the footpath would have to be closed for a maximum of 5 days and the work carried out late March 2016 as weather permits especially rainfall to fall in line with the environment agency request.

Should you require any further information please do not hesitate to contact me.

David Tyrrell.



# Application for flood defence consent



## Environment Agency

Development & Flood Risk  
Date Received

08 JAN 2016

Water Resources Act 1991 – Section 109

(Consent is needed under this legislation and you will be charged for it)

Flood Defence (Land Drainage) Byelaws/Sea Defence Byelaws

(Consent is also needed under this legislation but you will not be charged for it)

Environment Act 1995 (This is general legislation we work within as part of the process.)

Flood and Water Management Act 2010

### Introduction

Before filling in this form, please contact us for advice on your proposal.

Please make sure you read through the guidance notes and the application form carefully before you fill the form in.

It should take about 20 minutes to fill in this form.

If you are not sure about anything in this form, contact the person who sent it to you or phone us on 03708 506 506 between 8am and 6pm, Monday to Friday.

### Contents

- 1 Applicant details
- 2 Agent details
- 3 Your interest in the land
- 4 Location of the proposed works
- 5 Description and purpose of the proposed works
- 6 Plans and sections
- 7 Construction details
- 8 Other Environment Agency interests
- 9 Other authority permissions
- 10 Maintaining the structure
- 11 Effects on the environment
- 12 Water Framework Directive (WFD) assessment
- 13 Fees
- 14 Checklist
- 15 The Data Protection Act 1998
- 16 Declaration
- 17 Next steps

## 1 Applicant details

Name of individual, organisation or company

DAVID TYRRELL

Name of contact

Title (Mr, Mrs, Miss and so on) MR

First name DAVID

Last name TYRRELL

Address

MIMHONS,

LONGMEADOW ROAD

LYMPSTONE

EXMOUTH

Postcode EX8 5LF

Contact numbers, including the area code

Phone 01395 272522

Fax

Mobile 0757090578

Email DAVID.R.TYRRELL@YAHOO.CO.UK

CO. UK

## 2 Agent details

Name of individual, organisation or company

Name of contact

Title (Mr, Mrs, Miss and so on)

First name

Last name

Profession

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email



**3 Your interest in the land**

3.1 What is your interest in the land?

Adjoining riparian owner.

**4 Location of the proposed works**

4.1 What is the location of the proposed works?

Pretty Corner, off Longmeadow Rd,

4.2 Name of river or watercourse (if known) Lymington

Wotton Brook

**4 Location of the proposed works, continued**

4.3 Have you checked the watercourse is designated as a 'main river'?

Yes

No  Please contact us for confirmation.

4.4 National grid reference of the site (12 figures)

SX 99575 - 84035

299576, 84036

**5 Description and purpose of the proposed works**

5.1 Please provide a description of the proposed works

Raising (by a minimum of 12") of existing pedestrian access bridge to provide increased flow capacity beneath the bridge.

Additional works to include formalising the surface water drain on the downstream left-hand bank and removing exposed silt material on the inside of the bend.

5.2 Number of structures

1

**6 Plans and sections**

6.1 Please provide a description and reference number of all plans and sections you have provided (see the guidance notes)

Location Plan

Method Statement

**7 Construction details**

**7.1 Is this an application for permanent works, temporary works or both?**

- Permanent (for example, bridge structure)
- Temporary (for example, scaffolding)
- Both

- 
- 
- 

**7.2 Date construction work will start?**

Date (DD/MM/YYYY)  
March 2016

**8 Other Environment Agency interests**

**8.1 Do the proposed works involve or affect the following?**

- Impounding (holding back a watercourse)
- Abstracting (removing) water
- Fish or fisheries
- Disposing of waste material
- Discharging water
- Navigation

- 
- 
- 
- 
- 
- 

If you have ticked any of the above, please contact the Environment Agency on 03708 506 506.

**9 Other authority permissions**

Fill in this section if you have been given planning permission for the proposed works. Otherwise go to section 10.

**9.1 Planning authority**

\_\_\_\_\_

**9.2 Application number**

\_\_\_\_\_

**9.3 Approval date?**

Date (DD/MM/YYYY)  
 \_\_\_\_\_

**10 Maintaining the structure**

**10.1 Name of person or organisation responsible for maintaining the structure**

**During construction**

Name of individual, organisation or company  
David Tyrrell

Name of contact  
 Title (Mr, Mrs, Miss and so on) - As per applicant.

First name \_\_\_\_\_  
 Last name \_\_\_\_\_

Contact numbers, including the area code  
 Phone \_\_\_\_\_  
 Fax \_\_\_\_\_  
 Mobile \_\_\_\_\_

**10 Maintaining the structure, continued**

Email \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**When construction is completed**

Name of individual, organisation or company  
DCC / Parish Council

Name of contact  
 Title (Mr, Mrs, Miss and so on) \_\_\_\_\_

First name \_\_\_\_\_

Last name \_\_\_\_\_

**Contact numbers, including the area code**

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Mobile \_\_\_\_\_

Email \_\_\_\_\_

**11 Effects on the environment**

**11.1 Please provide brief details of the effect the work will have on the environment together with any proposals for improvements you will make or action you will take to compensate for the effects**

N/A

## 12 Water Framework Directive (WFD) assessment

### 12.1 Is a Water Framework Directive Assessment needed as part of your application? (See the guidance notes.)

No

Yes  Has one been submitted?

No

Yes

## 13 Fees

The fee is £50 for each structure associated with the application. If you are not clear what charge will apply, contact us before you send us this application.

## 14 Checklist

Please read through this list and tick the items you are sending with this application.

Completed form

Fee (if it applies)

Copies of drawings and plans

Method statement (if it applies)

## 15 The Data Protection Act 1998

We, the Environment Agency, will process the information you provide so that we can deal with your enquiry.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research and development work on environmental issues;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service, and to improve our service; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows).

We may pass the information on to our agents or representatives to do these things for us.

### For Environment Agency use only

Main river

No

Yes

Fee

No

Yes

## 16 Declaration

If you make a statement that is false or misleading you may be committing an offence under the Water Resources Act 1991 – Section 109, the Flood Defence (Land Drainage) Byelaws/Sea Defence Byelaws, the Environment Act 1995 or the Flood and Water Management Act 2010.

I declare that as far as I know and believe, the information in this application is true. I understand that this application may be refused, or approval withdrawn, if I give false or incomplete information.

Tick this box to confirm that you understand and agree with the declaration above.

Name

Title (Mr, Mrs, Miss and so on) MR

First name DAVID

Last name TYRRELL

Position

Today's date (DD/MM/YYYY)

8-1-16

## 17 Next steps

Please send this form together with any supporting documents to us.

To find out the address of the appropriate area office dealing with your application, or if you need help filling in this form, please contact the person who sent the form to you or phone us on our general enquiries number shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: enquiries@environment-agency.gov.uk

Website: www.environment-agency.gov.uk

**Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.**



Fee received? No

Yes  Date received (DD/MM/YYYY)

WRA91/Byelaw/

File/office reference

## F. Musbury drainage

# East Devon District Council and Devon County Council Parishes Together Fund Application Form 2016 / 2017

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

### Section A - Your contact details

**Q1** Name(s) of Town and Parish Council(s) involved in submitting this application:

MUSBURY PARISH COUNCIL

Please nominate one lead person at one of the Parish or Town Councils involved and fill in their details below. This person will receive all communications about the funding and their Parish or Town Council will receive and be responsible for any funding received on behalf of all involved.

**Q2** Main contacts name, Town or Parish Council they represent, and address (including postcode):

JANE BISHOP  
CLERK, MUSBURY PARISH COUNCIL  
ENDELLION  
AXMINSTER RD  
MUSBURY EX13 8AZ

**Q4** Main contacts e-mail:

JANEVBISHOP@TISCALI.CO.UK

## Section B - About your project

### Q5 What is your project?

#### **Improvement of drainage and ditches in Musbury**

We want to supplement the work of the DCC lengthsmen by employing a suitably qualified contractor to work with Councillors to:

- a) Review the current state of the drainage channels within Musbury in order to formulate a schedule of work
- b) Carry out immediately necessary work on the drains and gulleys and other outlets- clearing blockages and removing debris (including overhanging vegetation); weeding roadsides- to permit improved access to channels and to encourage the free flow of water
- c) Instigate a regular programme of inspection and maintenance in recognised 'hotspots' and after autumnal leaf fall
- d) Assess the resources needed to ensure work can be sustained in future years.

### Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?

Musbury has a well-documented history of problematic drainage. More rainfall in recent years (particularly when heavy and long-lasting), an antiquated combined drainage system with small-bore pipes, plus the proximity of many fields with substantial run-off, all make it particularly important to keep the drainage channels and ditches clear. Recent cutbacks on highways spending at both District and County Council levels mean this is unlikely to happen without additional input from Parish Councils and volunteers.

While Musbury does not suffer from the levels of deep flooding experienced in other areas, nonetheless there are pockets in the more low-lying roads where flooding can and does occur on a regular basis. Even on higher ground the combined system (of sewage and surface runoff) can cause very unpleasant repercussions for the residents if drains are blocked and water does not flow freely. While there are always some people who will help in an emergency Musbury cannot simply rely on volunteers. This project will give residents greater confidence that everything is being done to protect them from flooding; it will also improve the reputation of the Parish Council and will give Councillors more accurate information for future years about the resources needed.

### Q7 How do you know this is needed? Who and how have you consulted?

Musbury is surrounded by fields and the village centre has many trees. Whenever it rains heavily, particularly with high winds, there are problems of blocked drains and standing pools of water. Debris (leaves, branches, silt etc) blocking the channels is the normal cause. Substantial weed growth at road edges can also interfere with the flow of water. If not cleared satisfactorily or sufficiently frequently this can escalate to blockages under the road which require DCC to attend.

Most Parish Council meetings carry an agenda item relating to the problems outlined above and the Minutes of the meetings provide evidence of residents' concern and calls for action.

### Q8 When do you intend to start work on this project and how long is work likely to take?

Work would start immediately. The need for the work will be ongoing.

50% of the budget will be used to tackle the worst of the problems as soon as finances permit. 50% will be held back until the Autumn/ Winter 2016/17 period.

### Section C - Project costs and match funding

**Q9** What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?

We would expect to spend all our £485 grant (if this application is successful) on this project plus a £200 top-up from the Parish Council. We note that Membury has paid £12 per hour for clearing drains so we would anticipate we could support at least 34 hours @ £20 ph or 57 hours at rates closer to £12 ph. Some jobs will obviously be more skilled than others. We would hope to retain the services of those residents who currently clear routes close to their property on a purely voluntary basis.

### Section D - Checklist

Please check you have completed all of the information above.

You may also wish to include:

- Quotes for project costs
- Details of offers/ grants from any other funder/ organisation
- Photographs, specifications and drawings
- Extracts from your Parish Plan(s)
- Evidence of consultation e.g. letters of support

Before signing, please read

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11** Signature of applicant (or type name and this will be counted as a signature):

JVM Bishop

7<sup>th</sup> Feb 2016

The closing dates for applications will be on 10 July 2015, 6 November 2015 and 12 February 2016.

At this stage Devon County Council have only been able to confirm their funding of this scheme for this year only.

Please send completed forms and accompanying information to:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Station Road, Sidmouth, EX10 8HL

E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)

## Musbury drainage extra information

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the works you are proposing, or will you make sure you do this if your application is successful?**

I rang the DCC flood prevention team (who didn't seem aware of the Fund!). They suggested I check it out with Nick Allen (local officer). Certainly if we get the money we will run the work programme past him and anyone else he suggests needs to know.

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while? Or is it a case for example of training up volunteers and getting a plan together that will then cost less in future years?**

As we indicated in 5d) part of the project is to assess how much money will be needed in future years. What perhaps was not clear from our application is that the Parish Council intends to include an additional component onto the precept based on the experience of the project year to pay for ongoing work. We would expect the project year to allow sufficient work to get all the affected areas upto an acceptable base-line for future years

Musbury Parish Council is considering both the Road Warden scheme (where the 2 day Chapter 8 training is proving a barrier to those potentially interested who would consider taking on the role) and the Community Self-Help scheme for basic volunteer training (we are checking if this can be run locally).

## **G. Membury drainage**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
Membury Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address  
(including postcode):**

Mrs S C Jones, Clerk to Membury Parish Council, 50 Norcombe Court, Harbour Road,  
Seaton

**Q3 Main contacts phone number:**  
01297 21482

**Q4 Main contacts e-mail (IN BLOCK CAPITALS)**  
Clerk\_membury@eastdevon.gov.uk

#### **Section B- About your project**

**Q5 What is your project?**

Maintain drains and ditches in the parish to ensure flood water is removed. Membury valley is prone to flash flooding. Some years ago a Flood Warning Scheme was installed which alerts residents to increased water levels as well as drains and a sump to contain excess flow. This only functions if clear of debris. Regular maintenance is required and the installation of a platform to access the sump safely.

Installation of a telemetry extension to the neighbouring hamlet of Rock.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The County Council's Highways department only commit to cleaning drains and ditches once every three years.

East Devon District Council only commit to clearing the Flood Prevention Sump once a year. The current alarm system only alerts properties in Membury village. The hamlet of Rock downstream of Membury has no warning system.

The Parish Council has not been able to access the necessary funds from Devon County Council, EDDC or DEFRA.



**Q7 How do you know this is needed? Who and how have you consulted?**

Nick Allen, Devon County Councils Neighbourhood Highways Officer for East Devon and Cllr Andrew Moulding, Devon County Councillor for Membury.

David Turner, Engineering Projects Manager for EDDC.

All of the above are fully aware of the flooding issues experienced in the parish of Membury and the impact which blocked ditches and drains have upon the flooding issues experienced by the parish.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

Works are ongoing for ditch and drainage clearance in the parish in response to weather conditions.

The platform and telemetry system will be installed as soon as the parish council has the available flooding.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Ditch and drainage works cost £15 per hour.

Platform to access debris in the flood sump- approximately £300

Wireless extension of Flood Telemetry to the hamlet of Rock. The Parish council are awaiting confirmation of the price of this.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£441.10

**Other match funding (please specify below and state whether confirmed)**

£0

**Total cost of project**

£441.10

**Shortfall (including how you are going to meet the shortfall)**

£0

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

**I confirm that:**

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.

- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Stephanie C Jones

**Q12 Date:** 8TH FEBRUARY 2016

**Please complete and return this application form to:**  
**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,**  
**Knowle, Station Road,**  
**Sidmouth, EX10 8HL**  
**E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**

## Membury drainage extra information

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the drainage related works you are proposing, or will you make sure you do this if your application is successful? Or is this not necessary? I see from your answer to question 6 that they are aware of the flooding issues experienced by Membury, but do all the parts of this project have their support? If not, will you make sure you get their support if your application is successful?**

If our application is successful the PC would, of course, consult with Devon County Councils Flood Prevention team and the Environment Agency if this is necessary, but David Turner is more than aware of the flooding issues and concerns in the parish of Membury.

**Think about what will happen if the ditches and drainage clearance part of your scheme is a success, how will you fund keeping it going?**

We still need funds to address the ongoing drainage and road ditch maintenance in the parish which has to be funded by the Parish Council. We employ a Road Warden who charges £15 per hour. Our Flood Wardens have been out almost every week since before Christmas for a minimum of two hours doing lengthmans work in Membury village alone. That amounts to 24 hrs and at £15 per hour is near our Parishes Together Fund limit. We have not been able to extend this to other areas of the Parish.

**You say you need the platform as otherwise it would be unsafe for, do EDDC have special equipment that allows them to do it safely without a platform?**

The debris in the sump that the Flood Wardens would remove amounts to sticks and brushwood that collects in flash floods. A removable and temporary platform would make removal of such debris easier and safer and, as stated, access to EDDC on these occasions would be too late to remove debris before the sump blocked and overflowed. NB. We are currently in the process of considering discussions with EDDC and the Environment Agency to look at the catchment area to review the bigger picture. We were unaware of the Devon County Councils Flood Prevention team so will add them to the list of contacts accordingly.

**Please could you just describe what the telemetry system does, in brief**

The telemetry system is an automatic telephone calling system which alerts specific households who are considered high risk. A telemetry system is one where data is received from equipment and alarms are triggered when the key threshold measures eg. water levels or rainfall intensities are met. When the alarm threshold measures are passed messages are sent by text and email to designated contacts (Flood Wardens).

The present system is limited and cannot be extended to the eight households at risk in the hamlet of Rock. To date we have not been able to find a new system on our own and have been in contact with David Turner (Special Projects), Engineering Projects Manager at East Devon District Council who has it on his 'to do' list, but he was unsure of the funding available.

Clerk to Membury Parish Council:  
Mrs S C J Jones  
50 Norcombe Court  
Harbour Road  
Seaton  
EX12 2XN

Email: [clerk@membury.eastdevon.gov.uk](mailto:clerk@membury.eastdevon.gov.uk)

8<sup>th</sup> February, 2016

Dear Jamie,

Please find attached Membury Parish Council's Parishes Together Fund application form.

The Parish Council wishes to use most of their funding towards the purchase of a platform and telemetry system. Whilst this is not specifically for the clearance of drains and ditches the platform is an integral part of the Flood Prevention Scheme as the sump cannot be easily accessed and maintained without a platform. The telemetry equipment is essential if the Hamlet of Rock is to be safeguarded from the risk flooding.

If the New Homes Bonus Panel are not minded to support the cost of the platform and the telemetry equipment, then Membury Parish Council would like the full allocation of the funding to go towards the costs of maintaining the drains and ditches within the parish.

If you require any further information relating to this application, please do not hesitate to contact me.

Many thanks.

Kind regards,

Steph Jones  
Clerk to Membury Parish Council



## H. Gittisham drainage

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### Section A- Your contact details

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Gittisham Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Fiona Clampin (clerk), Garlands, Gittisham, Honiton EX14 3AJ

**Q3 Main contacts phone number:**

01404 851442

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

fionaclampin@yahoo.com

#### Section B- About your project

**Q5 What is your project?**

Gittisham Parish Council has contracted a local lengthsman to maintain gullies, ditches and drains in order to prevent surface water issues in the parish, which could lead to costly repairs and localised flooding. The lengthsman began work in 2016, and we are therefore applying for financial support for future equipment, training and works.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

Gittisham parish has historically experienced issues with surface water and blocked drains which have resulted in flooding, road closures, damage to homes and emotional stress to those affected. Exceptional downpours produce run-off, which is unable to get into water courses.

There is a shortfall in Devon County Council's funding to maintain the network of ditches and drains, and its annual maintenance programme is therefore no longer able to keep pace with the amount of work required in the parish. It is also felt among many local people that the standard of DCC's work is at times inadequate, and a lengthsman with intimate local knowledge of the parish will be able to achieve better results on a more regular basis.

The lengthsman's work will provide parishioners with peace of mind that their properties will be at reduced risk of flooding, and it will also benefit local farmers by remedying drainage issues.

**Q7 How do you know this is needed? Who and how have you consulted?**

In 2014 many houses were flooded, including one that was flooded four times. Affected households in the parish experienced an increased level of stress and financial pressure.

Following heavy rainfall, a walk through the parish confirms the places where blocked drains traditionally occur. Surface water on the road into the village from Gittisham Farm Cross freezes over in cold temperatures and creates a danger to road users.

It also results in the loss of the local bus service, as Stagecoach refuses to send its vehicles into the village. This was the case in the recent cold snap in January 2016, where those without cars (and especially vulnerable older people) are unable to leave their homes for essential supplies and services.

Gittisham parish councillors have consulted our local county councillor, Claire Wright, on these issues in an attempt to resolve the situation. But it is clear from Cllr Wright that the county council is under increasing financial pressure and therefore unable to offer support to this community at the level required. Gittisham parish councillors have also consulted local farmers and residents to understand where the issues arise. The 2010 Parish Plan, with 260 respondents, found that lack of maintenance of roads and verges was one of the main issues in the parish. In fact, the service identified with the worst ratings was the maintenance of roads, verges and gutters.

The message is clear: this work is essential to the wellbeing of the parish.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

Following DCC's Chapter 8 training, the lengthsman began work in January 2016 on the basis of two days a month. The need for this work is ongoing.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Gittisham parish council has budgeted for £2,400 to cover the annual costs of the lengthsman based on two days' work a month at £100 / day. In the context of the council's precept for 2016-17 of £8,000, this is a significant outlay.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£511.50

**Other match funding (please specify below and state whether confirmed)**

Town or Parish Council's contribution: £1,888.50

Other match funding: £0

**Total cost of project**

£2,400

**Shortfall (including how you are going to meet the shortfall)**

£0 as the remainder will be covered by the Parish Councils reserves

### **Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

### **Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Fiona Clampin

**Q12 Date:** 08/02/2016

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**



## **Gittisham drainage extra information**

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the works you are proposing, or will you make sure you do this if your application is successful? Or is this not necessary?**

In April 2012 Gittisham had a visit from DCC's Richard Rainbow (Flood Risk Management). There was no formal flood risk assessment or report undertaken, but some issues were raised and passed on to the appropriate officers. It was noted that Gittisham has several low-lying properties which flood due to surface water flows which are unable to enter the river channel. Concerns were also raised about the responsibility for maintenance of the ditch system within the village, especially an area known as the Goyle, and details were passed to a drainage engineer from EDDC to investigate. We have not consulted the EA, and do not consider it necessary. However, the issue for our parish is one of regular maintenance by a lengthsman over a period of time, which as explained in our application, DCC is not able to provide because of a funding shortfall.

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while? Or is it a case for example of training up, providing equipment and getting a plan together that will then cost less in future years?**

DCC's intervention has not been as frequent as required, which has led to the problem spiralling. However Gittisham parish councillors believe that with regular maintenance by a lengthsman over a period of time, e.g. two years, less maintenance will be needed in the future. We estimate the requirement would be only a handful of days a year after that period, which therefore places less pressure on resources.

**Early in the application form you say the funding will be used to provide further equipment, training and works. Please could you provide some more detail about this?**

The lengthsman may be required to use power machinery, for which he will need to attend training courses to issue him with the appropriate certificate. He will also need the appropriate personal safety equipment such as goggles and helmet.

**Gittisham Parish Council would need to confirm they would be the owners of any equipment purchased with this funding. Under the terms of the funding none of it can become the property of the contractor.**

GPC will be the owners of any equipment purchased.

**How are you ensuring that the benefits of the training stays within the parish? For example, if the contractor is brought in and trained up and then the contract is only short term then the benefits will be lost with the person. Is there any commitment**

**Gittisham drainage issues photos**





## **I. Plymtree drainage bridge**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
PLYMTREE PARISH COUNCIL

**Q2 Main contacts name, Town or Parish Council they represent, and address  
(including postcode):**

JAYNE JOHNSON Clerk to Plymtree PC

**Q3 Main contacts phone number:**

01884 277826

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

clerk@plymtree.eastdevon.gov.uk

#### **Section B- About your project**

**Q5 What is your project?**

To improve the flow of water over and under the existing FORD located at Old Bridge Sanguishays Plymtree by the removal of silt, vegetation and other obstructions.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

At times of moderate and more intensive rainfall the ford overflows to a depth making it impassable to the majority of privately owned family cars. During more intensive rainfall it is also impassable by larger 4 x 4 vehicles. The ford is on the main route from the village to Cullompton, the A373 and the M5. The ford is the only major flooding location on this route. When impassable the alternative route is via less suitable roads also prone to areas of flooding.

**Q7 How do you know this is needed? Who and how have you consulted?**

Flooding at the ford is a well known problem to all living in the village and also to others who use this route out of the village.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

As soon as funding becomes available, preferably during a period of no forecast rainfall. The works are anticipated to take no more than 1 to 2 days.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Plymtree's PTF allocation is small so all the money available will be spent on this project.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

Plymtree is the sole bidder for this drainage project. The application is for the full PTF grant available to Plymtree. £508.20.

**Other match funding (please specify below and state whether confirmed)**

Town or Parish Council's contribution: £0

Other match funding: £0

**Total cost of project**

£508.20

**Shortfall (including how you are going to meet the shortfall)**

£0

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: J A JOHNSON**

**Q12 Date: 18.01.2016**

## **Plymtree drainage extra information**

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the works you are proposing, or will you make sure you do this if your application is successful? Or is this not necessary?**

No, but it is obvious to all locals that the downstream portion of the ford is vastly overgrown and silted up. This is preventing water from leaving the ford. Therefore, water backs up and is forced to go down the road endangering a cottage situated some 100 yards away

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while? Or is it a case for example of training up, providing equipment and getting a plan together that will then cost less in future years?**

The idea of the scheme is to take away overgrown vegetation and dig out the stream for a distance of 200 yards which should then alleviate the problem allowing water to flow freely

The parish council anticipates that when the work has been completed it should last for at least 5 years .

**What will the work entail? What will the funding be spent on specifically?**

The work entails digging out vegetation on the bank side, digging out the stream and widening it slightly. The fund will be spent specifically to pay for a mechanical digger to be operated to carry out the work



## **J. Hawkchurch drainage**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
Hawkchurch Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address  
(including postcode):**

John Vanderwolfe 5 Halletts Way Axminster EX13 5NB

**Q3 Main contacts phone number:**

01297 34444

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

johnvw@tiscali.co.uk

#### **Section B- About your project**

**Q5 What is your project?**

To provide funds to enable the clearing of ditches and gullies within the parish. Parishes are being encouraged to be more self-sufficient in this area

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

There is a great need to ensure that ditches and gullies are kept clear as it often prevents flooding

**Q7 How do you know this is needed? Who and how have you consulted?**

At most council meetings this item is discussed. The County Council is unable to provide anything like the level of service that it used to, therefore it is vital that the parish council takes control of this. Devon County are well aware of what we are doing. The EA are only involved with rivers not lanes.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

This needs to start as soon as funding has been agreed.



This funding will enhance the funds provided under the lengthsman scheme both from the parish and the county so that additional work can be done in this area. Whether the works undertaken will benefit for a number of years is of course questionable, but if you keep on top of these things you are into prevention rather than dealing with problems. I expect that future parish precepts will have to be increased to deal with this sort of operation.

#### **Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**  
£2,000 a year is estimated to be the cost of keeping ditches and gullies clear

#### **Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**  
£462

**Other match funding (please specify below and state whether confirmed)**  
Town or Parish Council's contribution: £1,559

**Total cost of project**  
£2,000

**Shortfall (including how you are going to meet the shortfall)**  
£0

#### **Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

#### **Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: John Frank Vanderwolfe**

**Q12 Date: 20th January 2016**

## **K. East Budleigh drainage**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
East Budleigh with Bicton & Yettington Parish Council, Otterton Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Judith Lumsden, Parish Clerk & RFO, East Budleigh with Bicton & Yettington Parish Council.  
15 High Street, East Budleigh, Devon EX9 7DY Our last application was submitted by our late Chair, Mr Steve Baker who dealt with all aspects of the application. Any additional details he gave should be taken into account as the same applies now.

**Q3 Main contacts phone number:**  
01395 445080

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**  
clerk@eastbudleigh.org.uk

#### **Section B- About your project**

**Q5 What is your project?**  
Gully and drain cleaning in both parishes

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

Both parishes are considered at flood risk and obviously if all gully's and drains are kept clear this will help with the flow of any extra water occurring during flash flooding. Our lengthsman's visit has been cut as has services normally the responsibility of DCC. We have a working farm in East Budleigh which causes run-off of sand, waste and mud and very often the road outside the farm floods because the drains cannot cope.

**Q7 How do you know this is needed? Who and how have you consulted?**

East Budleigh and Otterton both have stream outlets in their villages and if they cannot cope with extra water influx flooding occurs. We have already used Drainmaster to clear drains in East Budleigh but feel the need is for more regular clearance as the culverts can easily block with leaves, pebbles etc. We have consulted our Flood Warden who lives in the village and who is at risk of his home flooding because of the above farm waste. He is a very responsible councillor and also a builder by profession. He regularly clears out the drains

near his home but has advised that at least 70 gulleys in East Budleigh are in need of urgent clearing. We are also liaising closely with the EA as they are installing a rain gauge in the village, the installation being paid for by DCC.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

As soon as possible and on a regular basis over the year. We are hoping there will be sufficient funding to carry out continuous work, if not we will try to put any extra money needed in the precept as hopefully will Otterton.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Our last drain clearance cost £600 and we estimate that we will need at least £2,000 to have monthly inspections and clearance if necessary in both parishes.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

East Budleigh - £712.80

Bicton - £108.90

Otterton - £532.40

**Total - £1,354.10**

**Other match funding (please specify below and state whether confirmed)**

Town or Parish Council's contribution: £645.90 to £1,645.90

Other match funding: £0

**Total cost of project**

£2,000 to £3,000

**Shortfall (including how you are going to meet the shortfall)**

£0

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.

- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Judith M Lumsden

**Q12 Date:** 25-Jan-16

**Please complete and return this application form to:**  
**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,**  
**Knowle, Station Road,**  
**Sidmouth, EX10 8HL**  
**E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**



## **L. Brampford Speke footpath**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
Brampford Speke and Upton Pyne

**Q2 Main contacts name, Town or Parish Council they represent, and address  
(including postcode):**

Clerk Mrs Debbie Trelawny Brampford Speke Parish Council C/O Leigh Pool, Silverton,  
Exeter. EX5 4DA

**Q3 Main contacts phone number:**  
01884 855490

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**  
brampfordspekepc@btinternet.com

#### **Section B- About your project**

**Q5 What is your project?**

To improve the footpath between the two parishes by laying sleepers over the wet /marshy path.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The path is used by people living and visiting both parishes and is part of the Exe Valley Way.

**Q7 How do you know this is needed? Who and how have you consulted?**

The footpath wardens of both Parishes have highlighted the problem. Complaints have been received from walkers. Similar work was completed on another footpath between the villages and has been a great success. DCC Footpath team are aware of the problem.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

This spring, a week.

#### **Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

£640 plus vat.

40 sleepers at a negotiated, reduced cost of £16 plus vat each. Labour to be provided by Footpath team. Vat can be reclaimed by Parish Council. There are some Footpath funds held in reserve to cover any costs not met by the grant. If the grant has increased then more sleepers will be purchased to that price.

#### **Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

- Upton Pyne Parish Council £386.10 or the most up to date amount available
- Bramford Speke Parish Council £280.50 or the most up to date amount available

Which totals £666.60

**Other match funding (please specify below and state whether confirmed)**

Town or Parish Council's contribution: £0

Other match funding: £0

Labour to be provided by the footpath team at DCC.

**Total cost of project**

£640

**Shortfall (including how you are going to meet the shortfall)**

£0

Bramford Speke Parish Council will cover any additional costs from its annual footpath DCC P3 grant.

#### **Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

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- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: Debbie Trelawny**

**Q12 Date: 02/02/16**

**Please complete and return this application form to:  
Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**





## **M. Uplyme drainage**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Uplyme Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Lois Wakeman, Clerk to Uplyme Parish Council Horseman's Hill Barn, Gore Lane, Uplyme, Lyme Regis DT7 3RJ (NB I shall be retiring at the end of the financial year but EDDC/DCC will of course be notified of the new Clerk.)

**Q3 Main contacts phone number:**

01297 444707

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

clerk@uplymeparishcouncil.org

#### **Section B- About your project**

**Q5 What is your project?**

Drainage and ditching work

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The lengthsman service provided by the County Council is inadequate and inefficient of resources. The drains, buddles and grips in the parish are often blocked or overgrown. If our Chapter 8 qualified lengthsman can be funded to do more work in the parish, it will contribute greatly towards reducing flooding and making the lanes safer to drive on.

Since the lengthsman scheme is already up and running, and has proved useful in the recent heavy rains, the council could keep funding it from the precept. We already have a budget for this coming financial year and I would be surprised if the same was not done for 2017-18. The extra money from PT is requested to allow more preventative work that will lessen the need for emergency work in future.

**Q7 How do you know this is needed? Who and how have you consulted?**

Simple observation, especially after the excessive rains lately - the lanes today are covered in gravel and debris which will soon wash into the drains and grips again. The Council has been involved in extensive consultation with DCC Flood Risk, EDDC's engineers and others about how to mitigate flooding on the roads, and has this year been running a pilot lengthsman scheme which it hopes to continue. All residents who have been asked (especially those personally affected by drainage problems themselves) have been very positive.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

April 2016, ongoing.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Our contractor is able to provide services at £210/day for a team of 2. (We put last year's contract out to tender and only one response was received, as there are so few qualified people who have spare time.) There is no specific budget as such - there is so much work needed to rectify years of past neglect that the more funding received, the better the job that can be done. The PT money will fund almost 7 days of work.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

Uplyme - £1457.50

**Other match funding (please specify below and state whether confirmed)**

Town or Parish Council's contribution: £1,800

Other match funding: £0

**Total cost of project**

£3,257.50

**Shortfall (including how you are going to meet the shortfall)**

£0

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.

- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.

- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Lois Wakeman

**Q12 Date:** 08/02/16

**Please complete and return this application form to:**  
**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,**  
**Knowle, Station Road,**  
**Sidmouth, EX10 8HL**  
**E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**

## Extra information

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while? Or is it a case for example of training up, providing equipment and getting a plan together that will then cost less in future years?**

Since the scheme is already up and running, and has proved useful in the recent heavy rains, I believe that the Council will wish to keep funding it from the precept - although I can of course not speak for them. We already have a budget for this coming financial year and I would be surprised if the same was not done for 2017-18.

The extra money from PT is requested to allow more preventative work that will lessen the need for emergency work in future.

I trust this explains the situation, but please ask if you need more clarification.

## **N. Woodbury drainage**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Woodbury Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Mandy Westlake. Greenside Greenway Woodbury EX5 1LP

**Q3 Main contacts phone number:**

01395 233791

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

woodburyparishcouncil@gmail.com

#### **Section B- About your project**

**Q5 What is your project?**

Following flooding in the Parish of Woodbury over the New Year when 2 properties were flooded and the residents are now housed in temporary accommodation for 6 months Woodbury Parish Council are developing a plan to reduce the effects of surface water runoff:

- Work with Agencies and Partners to carry out remedial works.
- Set up Resilience Groups and prepare a Community Emergency Plans.
- List remedial work that is urgent that could be achieved by funding from the Parish Together Funding Scheme.

The following request is in relation to various ditch and culvert remedial work.

#### **Woodbury Salterton**

- Parkhayes Plantation Cut out drainage channels for water to escape Spadework £22.00
- Honey Lane Bridge Cut section of far bank from stream Digger/ dumper work (Soil needs removing) £400.00
- Honey Lane Northern Gate Make good ditch and repair were tractors turning Digger work £300.00
- White Cross Road Unblock drain by stone wall Spadework and Rods £100.00

- Dog Lane Right hand ditch before Cattery Digger work £200.00
- Dog Lane Opt entrance to Coombe Farm Unblock Culvert Spade and Rods £160.00
- Stony Lane Saw pit corner sump needs emptying Spade and digger work. spoil needs removing £100.00
- Stony Lane Debris in road needs clearing Brush and Spade work spoil needs removing £80.00

#### **Woodbury**

- Cricket Field, Town Lane Clear ditches adjacent to road & hedge (3 sides) Digger work Special at to culvert £500.00
- bottom corner (at Town Lane) Exton Mill Lane Ditch clearance Digger work £300.00
- Porter's Lane (off main A376) Ditch clearance Digger work £400.00

£2,562.00

#### **Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

Woodbury PC are in discussion with various landowners, DCC Highways, DCC Flood Management and the Environment Agency, to help alleviate flooding in the 3 villages of Woodbury, Woodbury Salterton and Exton. We will make sure any works carried out as part of this project will be agreed with them.

A Village Resilience Group is planned for each village, with the first meeting to establish a resilience group in early February. However it has been identified that some immediate work is urgently needed. Discussing various pinch points with partners they have agreed to undertake various tasks at key locations with which they accept they have responsibilities.

The Parish Council have however identified a number of tasks that would help reduce surface water run off considerably which need to be achieved quickly. These are either in the ownership of the PC or they are locations with unknown or questionable ownership.

The works being carried out by our partners and the proposed list attached will demonstrate to residents that efforts are in hand to help prevent further properties from being flooded. This will assist in a greater "ownership" of the responsibility of drainage maintenance within our Parish.

#### **Q7 How do you know this is needed? Who and how have you consulted?**

The Parish Council have consulted Devon County Council Flood Officers, Bridge Engineers, Highways Officers, The Environment Agency, local landowners and "Qualified Residents" on the many issues regarding flooding within the Parish throughout January following the floods over the New Year. The list submitted is not within other partners remits and therefore will not be carried out by them.

#### **Q8 When do you intend to start work on this project and how long is work likely to take?**

As soon as we have agreement on the funding.

#### **Section D- Project costs and match funding**

#### **Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

The contractor has visited all the locations and has estimated the time required and the requirement to remove the spoil. The other costs have can only be estimated as many of the unblocking tasks are unknown. The estimated figure is specifically to be spent on the contractor labour and equipment hire, whilst any further man hours required volunteers will be used.

## Q10 Funding

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

Woodbury - £2,562

**Other match funding (please specify below and state whether confirmed)**

The Parish Council last year added a substantial amount to the precept £2800 to cover costs for a Parish Lengthsman in 2014/15 and again in 2015/16. However the Lengthsman tasks are for routine maintenance and not to cover the one off tasks required identified above. The Digger Contractor is providing his services at a special rate at Cost Plus. Funding is being made available for each village from Devon Communities Together for £250 for Community Resilience

The Environment Agency are undertaking a study on the flooding at Exton with the landowners Clinton Devon Estates. It is hoped this project will be met from alternative funding. Devon CC and the Environment Agency are undertaking a further study on Woodbury Salterton flooding, which will also involve the Church Commissioners  
The first £250 Has been agreed in "principal " and the first £2000 is again agreed but awaiting discussion with DCC and AE of donated equipment and PPE prior to ordering further equipment

**Total cost of project**

£6,750, £2,800 of which is for routine lengthsman tasks as above.

**Shortfall (including how you are going to meet the shortfall)**

£0

## Section F- Checklist

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: Mandy Westlake**

**Q12 Date: 09/02/16**

**Please complete and return this application form to:**



**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**

## O. Farway drainage

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### Section A- Your contact details

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Farway Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Jenna Baily Thorndean, Farway Colyton, Devon, EX24 6DG

**Q3 Main contacts phone number:**

07974 942 515

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

farwayclerk@gmail.com

#### Section B- About your project

**Q5 What is your project?**

Ditch and Drainage Work in Farway Parish

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

We have several ditch areas in Farway Parish which require drainage and lengthsman attention. We have several areas of blocked drains which DCC highways appear reluctant to correct. The blocked drains are causing standing water on the road which in turn is causing some flooding and when sub zero temperatures an ice hazard. We seek to sort these problems in attempt to better maintain the village and access.

**Q7 How do you know this is needed? Who and how have you consulted?**

Residents have raised concerns of the above problems and they are visually evident. I can provide photographs if required

**Q8 When do you intend to start work on this project and how long is work likely to take?**

We would like to start work ASAP. To a certain extent it is likely the work will be on-going in order to maintain ditches and drains in Farway.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

We are still waiting a full quote from our preferred lengthsman. I would estimate that full works could cost £1000. We apply for funding from 'parishes together' to support the costing. I understand we can only apply £1.10 per elector, therefore this is what we apply for.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£226.60

**Other match funding (please specify below and state whether confirmed)**

Parish Council will have to assist in extra costings as required.

**Total cost of project**

£1,000

**Shortfall (including how you are going to meet the shortfall)**

£0

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: Jenna Baily**

**Q12 Date: 09/02/16**

**Please complete and return this application form to:  
Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**

## Farway drainage extra information

For ditching and drainage in Farway our initial area of concern is to address an area by church green - towards Farway village, next to Blampins Cottage. Standing water lies here as it is unable to drain anywhere. It is of concern to the village, it is on the main route in and out the village and causes a hazard in bad weather (heavy rain, ice etc). In addition, we would like to review all other drains in parish to make sure all free, and if not take action if DCC cannot. (I realise we only have a small amount of funding, so will prioritise accordingly if funding awarded).

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the drainage related works you are proposing, or will you make sure you do this if your application is successful? Or is this not necessary?**

We have not consulted the DCC flood prevention team or environment agency to date. If it is necessary for the areas where we propose to undertake works we will make sure it occurs.

**You say DCC have been reluctant to unblock the drains, please could you tell us who you have been in contact with at DCC and whether they have given any reasoning for why this has not been done?**

We have been in contact with Mike Brown from DCC highways regarding the standing water at Blampins Cottage as I explain above. He came out on a site visit / inspection and met with the landowner and a parish councillor to discuss the situation. I was not in attendance at the visit nor have received a report from the meeting, but I understand DCC are reluctant to assist this area due to budgets restrictions. It would be good if DCC could attend to the ditches and drains. The reinstatement of the lengthsman would be great. But we don't think this will happen, hence why we probably need to find funding to help ourselves.

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while? Or is it a case for example of training up, providing equipment and getting a plan together that will then cost less in future years?**

For blocked drains and flood prevention we will need it up kept. It will need attention during the year(s). I think it will cost more initially to rectify the current problem areas, then less (hopefully) in future years to just upkeep etc.

It is likely we will need to make future funding applications to keep the scheme going. I have already been in contact with other parishes to see if they have similar problems and if we can join up to get a contractor / lengthsman to review the village ditches and drains for those in the scheme. No confirmations from other parishes have been made for this to date. Hence our individual application for 2015/2016 ditch and drainage to hopefully be able to fund and start works for some ditches and drains in Farway.

## **P. Ottery St Mary Tipton Scouts**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

##### **Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Ottery St Mary Town Council  
Newton Poppleford and Harpford

##### **Q2 Main contact's name, Town or Parish Council they represent, and address (including postcode):**

Christine McIntyre (Clerk)  
Ottery St Mary Town Council  
Council Offices  
8 Broad Street  
Ottery St Mary  
EX11 1BZ

##### **Q3 Main contact's phone number:**

01404 812252

##### **Q4 Main contact's e-mail (IN BLOCK CAPITALS):**

enquiries@otterystmary-tc.gov.uk

#### **Section B- About your project**

##### **Q5 What is your project?**

The 1<sup>st</sup> Tipton St John Scout Group has a 2 acre campsite in the country close to the village of Tipton St John and a hut on the site where they are able to hold meetings. This hut is just the one room 30 ft x 18 ft. The electric power is from a small generator and the group has no piped water. The Group is looking to improve the facility in which it holds its meetings

##### **Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The project is to extend the hut, adding on a small kitchen and a large room plus a compost toilet. The extension will be the full width of the existing hut and will be 10 Feet wide. The addition of these extra

rooms will allow more use to be made of the facility, particularly when the Group sleepover in the hut because it will have two sleeping areas so the girls can be separated from the boys. Plus the Leaders can have separate accommodation.

This extension will also allow all the sections to use the hut for longer in the year as it now has both Beaver Scouts and Cub Scouts moving their winter meetings to the Tipton St John Community Hall.

The Group frequently allows other Scout Groups to use its campsite and also other youth groups. For instance each year the Group allows some two groups of 30 members each Group of youngsters completing their Duke of Edinburg Expedition, sponsored by Exeter Football Club, to use its campsite at no cost. The improvement of additional space and provision of a kitchen will enable the Group to offer its facilities to a wider group of children.

The Group is a Placement Provider for the Dorset, Devon and Cornwall Community Rehabilitation Co.Ltd and its plan is to use Community Payback personnel to carry out some of the building work. The Group has had personnel on site each Sunday for almost two years now and has been able to considerably improve the somewhat basic facilities which existed, including building a hut for kit storage roughly half the size of the planned extension and an additional hut with two compost toilets. The Group are, therefore, confident that it can carry out this work to a high standard. Where the Group does not carry out the work with Community Payback personnel local firms will be employed. Apart from the special compost toilet, wherever possible all purchases will be made in Devon.

**Q7 How do you know this is needed? Who and how have you consulted?**

The 1<sup>st</sup> Tipton St John Scout Group is expanding and now has four sections in the Group; 14 Beaver Scouts (age 6 – 8 yrs) ,36 Cub Scouts ( 8 - 10<sup>1</sup>/<sub>2</sub> ) 24 Scouts (10 <sup>1</sup>/<sub>2</sub> – 14<sup>1</sup>/<sub>2</sub> ) and 21 Explorer Scouts (14<sup>1</sup>/<sub>2</sub> - 18 yrs) .Its membership of both boys(68 %) and girls (32 %), comes from many of the villages around Tipton St John including Colaton Raleigh, Newton Poppleford, Ottery St Mary, Sidford, Sidmouth, East Budleigh, West Hill, Wiggaton, Feniton, Venn Ottery, Metcombe, Aylesbeare, Newtown,Whimble and Talaton. The Group provides a service to a wide circle of the community. The extra room would also become a centre for our Explorer Scouts to make their own space. This room would also be the centre for planning and meetings and we have obtained funding for the furniture and support materials from The Devon Educational Trust and The Gibbons Family Trust.( total £600)

**Q8 When do you intend to start work on this project and how long is work likely to take?**

We plan to start work at the beginning of summer 2016. We expect the work of the main build to take about 4 weeks, and the finishing inside to take a further four/six weeks. We plan to be able to use the extension when we return from our summer break in early September.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

**We are using a combination of local builders and the Community Payback Unpaid Workers. All wood and materials will be from a local supplier in Colaton Raleigh, for which we have trade price.**

Item	Documentation	Cost
Foundation	Paul Irish Newton Popleford	1934
Main basic shell build	Rorke Builders Newton Popleford	2953
Ceiling,inner walls,insulation, bunks and misc.build items,screws,paint etc	Material estimate	1800
Compost toilet & accesories	From Ecotoilets Derby	599
Kitchen units,floor covering & tiles.	From B&Q	250
Inner door to kitchen	From B&Q	82
Cladding roof	AMB Roofing Services	1320
Inner door to extension	From B&Q	82
Electrics	Material estimate	210
Cooker and Gas supply	Cooker gas cylinder and pipework	230
Contingency 5%		473
		<b>Total: 9933</b>

#### Q10 Funding

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

Ottery St Mary Town Council £1,000.00  
 Newton Popleford £1,852.40  
 & Harpford

**Total £2,852.40**

**Other match funding (please specify below and state whether confirmed)**

- Concerts,Raffles,Duck Race, Stalls at Tipton St John Fete Total £3500 ( so far £1349 collected) balance this summer.

**Other confirmed funding**

- Lions Club Sidmouth £700
- Invest in Devon £1000 ( to be claimed against invoices)
- The Edwin & Joyce Hill Charitable Trust £750
- The Hedley Foundation £1,000

**Total £6,950**

**Total cost of project**

This is likely to be in the region of £9,950

**Shortfall (including how you are going to meet the shortfall)**

Possible shortfall of £ 0

#### Section F- Checklist

**Please check you have completed all of the information above.**

**You may also wish to include:**



- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (from the 3 Parishes included in the application)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community



**Q11 Signature of applicant:**

**CHRISTINE MCINTYRE – OTTERY ST MARY TOWN CLERK**

**Q12 Date: 9<sup>th</sup> February 2016**

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)  
Phone: 01395 517569**

## **Ottery St Mary Tipton Scouts application extra information**

**They have had two toilets added by the Community Payback scheme, just wondering why they are asking for another one? Or would this be a replacement for one of the existing?**

Our plot is on two levels with the hut used to hold meetings on the top (road)level and the lower ( river) level used for activities. There is a downward slope from the hut to a stairway of 14 stairs and then a slope down from the bottom of the stairway to the toilet hut on the lower level.

We have two toilets on the bottom level which is fine for the summer but in the winter when we are mainly using the hut the children have to make their way down to the lower area to use the toilet and we would like them to have a toilet within the hut. You would be surprised how some children are quite frightened of the dark

**Q6 states that this extension will allow them to use the hut for longer in the year, I'm not clear how will the extension enable them to do this?**

There's a few reasons why;

- Most of our activities when the evenings are light take place either on the lower area or away from the site. The hut is little used between when the clocks go forward and when they go back. Scouting is an outdoor activity. When possible we camp, light fires, cook, make shelters ,learn how to survive etc. We don't do that in the hut.
- As we move into the winter the type of programme we run becomes more of an indoor type activity, especially for Beavers and Cubs, so it's things like map reading, first aid, cooking on stoves so that when we go outdoors we are prepared.
- These activities are best taught in small groups. Trying to run meetings with 36 Cubs in just one hall is difficult. The hall is only 30ft x 18 ft. x 8 feet high So we move to the Community Hall.
- The addition of effectively another two rooms would enable say four groups to operate one at each end of the hall and the other two in the kitchen and meeting room. allowing the groups to operate doing different type activities. So we wouldn't need to use the Community Hall which has several rooms, and is much bigger than our hut. Secondly there is the issue of the toilet being some way away from the hut down a steep set of steps in the dark..
- Scouting rules state that, for young people of mixed sexes, overnight sleeping within one room is to be discouraged, but not banned. It is suggested and encouraged that the sexes be segregated in two rooms.
- Adults under no circumstances are allowed to share accommodation with young people.
- In the past, winter overnight accommodation when undertaking night activities, has been separated mixed sex sleeping of young people in the hut, whilst adults are in tents outside the hut. These tents have to be erected after the activity has been concluded in the dark. Many less experienced Leaders and helpers are unwilling to attempt this with result that this activity is limited to the Leaders that feel confident to undertake tent erection during the hours of darkness or inclement weather. The extra rooms give us the ability to apply all of the Scouting recommendations, and adults will have a sleeping area within the kitchen area thereby allowing more of these activities to take place.

**Q6 states that in the winter the meetings move to the Community Hall. Please could you add a bit about why meetings are not able to be held in the Community Hall all year round? I am guessing it may have something to do with it being too far away**

**from the field / campsite? And also I don't know if the Community Hall gets booked up so can't accommodate them?**

Scouting is an OUTDOOR activity in the main and having a site such as that at Tipton St John enables us to support that ethic. We want really to spend as much time as possible at our camping site. But of course as winter progresses and we can't be outdoors, and trying to handle say 36 Cubs in one room 30ft x 18 ft is very difficult.

It may be useful to understand how Scouting is organised.

Each section is divided into small groups, Beavers into Lodges of about 6 children; Cubs into Sixes of about six children and Scouts into Patrols also of about 6 children. A particular subject say map reading, a typical winter activity, will be divided into four different areas of learning and each small group will go off and learn a particular aspect of map reading. Then at the end of the first session, say 20 minutes they will rotate between groups.

Four groups one in each corner in the low ceiling of the hut is not the best environment for learning.

Very little training is done as a large group. The basis, and uniqueness, of Scouting is its Patrol system which enables each small group to become a team and elect a leader. Each Lodge, Six or Patrol will then develop as a self contained unit. We currently are undergoing change via a programme called Vision 2018 which is designed to give more authority about how Scouting goes forward into the hands of its youths.

Another reason we want to reduce our use of the Community Hall is cost. We have a 999year lease on our site with no annual rent. The Hall costs us currently around £450 a year. This could be reduced if we used the hut for a longer period.

**Q6 states that they currently let other groups use the campsite at no cost. I know that the Councillors making the decisions on these applications are keen to see groups move towards becoming more sustainable in the long term so will raise queries about this. Please could you let me know what their reasoning is behind not charging, and whether they would consider charging in the future?**

Yes we don't normally make a charge for other youth groups using our site. A group camping on our site uses nothing except the compost toilets.

They are expected to leave the site as they found it. We try to encourage young people to experience the joy of real outdoor Scouting.

The numbers of young people and indeed adults who are prepared to forego daily hot showers, hot and cold water, hot meals provided, power to charge their iPods and water closet toilets are getting less each year so we will not be overrun with applicants to use our site, and be prepared to pay say £3.50 per person per night. the current charge for Sid Vales, Ottery St Mary or Lym Valley Scout Groups facilities which do have all the facilities people want.

However, we negotiate some improvement or maintenance activity for the group to do during their stay on site. So they might restock the woodpile for us, tidy up the access to the river, improve the camp fire area or such like. Giving us money doesn't bring much of the Scouting ethic to the party. Carrying out some support activity brings home to the young people some idea of earning your place in society. It's what Scouting is about.

We have in the past charged visiting youth groups if their programme didn't allow them time to contribute to site maintenance. We would currently charge £1.50 per child per night, adults go free they, like us, are giving up their time.

When we have improved the facilities it would be sensible to consider making a reasonable charge at all times and our Executive Committee will add this to the agenda for the next meeting which is in April.

**How will a kitchen function with no piped water? Would piped water be part of this project?**

Initially we would run the kitchen just like we run a kitchen at camp, where there is no piped water. We just bring water to the site in containers. Several of our Leaders live within Tipton St John so getting water is easy.

We have investigated various options to supply water ,one being, collecting rain into a tank, another, which we have previously used, is to have a bowser tank at the top of the site. A small bowser on a trailer will cost around £500.If we don't use our contingency then we can use that money for a small bowser on a trailer.

Also we have looked at other ways, South West Water want £25,000 and we could have a borehole , filter and pump for £4000. This will probably be our next big project.

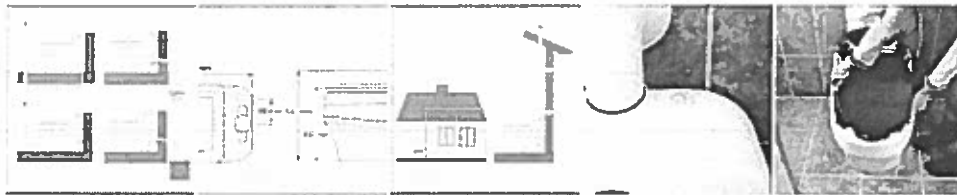




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# *PAUL IRISH GROUNDWORKS*

## Digger and Driver Hire

Landscaping, Footings, Drains, Ponds, Driveways, General Digging,  
Garden Clearance, Fencing, Hedge Laying

### Estimate

Date 08/02/2016

Mr B Foulkes  
Tipton Scouts  
The Scout Hut  
Tipton  
Devon  
EX10 9HA

To dig out and prepare designated area for concrete slab to include the required stone and concrete as discussed.

Cost of Works (inc machine hire labour and materials) £1934.00

This estimate will be adhered to where there are no unexpected or hidden problems  
Should problems occur the cost will be calculated and agreement sought with yourself  
before continuing

Terms strictly 14 days from date of invoice.

Any invoices left outstanding six weeks after date of issue will incur a 5% surcharge  
*Internet/BACS payments to HSBC sort code 40 20 30 account number 02072041*  
*please quote invoice number*

Address: Great Shute, Exmouth Road, Newton Poppleford, Sidmouth, Devon, EX10 0BE  
Telephone 01395 567195 Mobile 07989439660  
E-Mail paulirishgroundworks@gmail.com

## Content of the message

From:	<a href="mailto:ambroofingservices@gmail.com">ambroofingservices@gmail.com</a>
To:	"brian@foulkes403.fsnet.co.uk" <brian@foulkes403.fsnet.co.uk>
Date:	Feb 08 2016, 10:59 AM
Subject:	Scout Hut Quote

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 Director-Aaron M Baldry Reg Vat Number 208 5885 81  
 Company number 9706546

**AMB ROOFING & BUILDING SERVICES LTD**

DATE OF QUOTATION-08/02/2016

JOB REFERENCE- Scout Hut

DESCRIPTION OF WORK	PRICE
<p>Install a three layer felt system consisting of the following-</p> <p>One layer of underlay nailed to the deck. This will allow for movement to building.</p> <p>One layer of underlay torched to the deck using a gas heat gun. This is the main water proofing layer, all laps with be heated and sealed.</p> <p>One layer of high performance mineral cap sheet torched to the deck using a gas heat gun. This is the top layer and will be a charcoal colour.</p> <p>Torch on Mineral flashings to complete roof.</p>	
<p>PLEASE BE AWARE THAT WE WORK ON A FIRST COME FIRST SERVE BASIS. ONCE JOB HAS BEEN ACCEPTED WE WILL PUT YOU ON THE LIST OF JOB. WEATHER CAN EFFECT THE DATE OF WHICH JOB STARTS BUT YOU WILL BE KEPT UP TO DATE REGARDING DATES. ANY JOBS OVER £1000 WILL REQUIRE A 30% DEPOSIT PAYMENTS WILL BE DUE A MAXIMUM OF 7 DAYS AFTER COMPLETION. WE WILL REQUIRE A LETTER/EMAIL CONFIRMATION OF ACCEPTANCE OF JOB.</p>	<p>SUB TOTAL</p> <p>£1100</p>
	<p>VAT @20%</p> <p>£220</p>
	<p>TOTAL</p> <p>£1320</p>





## Content of the message

From: "Sam Rorke" <[srorke@hotmail.co.uk](mailto:srorke@hotmail.co.uk)>  
To: "[brian@foulkes403.fsnet.co.uk](mailto:brian@foulkes403.fsnet.co.uk)" <[brian@foulkes403.fsnet.co.uk](mailto:brian@foulkes403.fsnet.co.uk)>  
Date: Feb 08 2016, 08:15 PM  
Subject: Rorke Building Services LTD

[v Show full header](#)

Hi Brian,

We have calculated a price for the scout hut. We have allowed to build block work with air bricks set in on a concrete slab that will have been poured prior to our arrival. Fit floor joists build and clad walls with ship-lap to match existing. Fit a window which we have not included supply of in our price as we thought either you or us could source a second hand one before the project begins. We have allowed to cut the roof on and clad with OSB ready for felting which we have not included (as discussed). Inside we have allowed to erect stud work but not clad or fit doors and fit a 22mm chipboard floor and to cut a doorway through into the existing hut.

Our estimate is £2461+vat (at 20%) this includes all labour and materials required to carry out the job.

Hope this is to your satisfaction and look forward to hearing from you soon.

Sam Rorke  
Rorke Building Services LTD

## **Q. Ottery St Mary toilets**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

##### **Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Ottery St Mary Town Council  
Talatton Parish Council

##### **Q2 Main contact's name, Town or Parish Council they represent, and address (including postcode):**

Christine McIntyre (Clerk)  
Ottery St Mary Town Council  
Council Offices  
8 Broad Street  
Ottery St Mary  
EX11 1BZ

##### **Q3 Main contact's phone number:**

01404 812252

##### **Q4 Main contact's e-mail (IN BLOCK CAPITALS):**

enquiries@otterystmary-tc.gov.uk

#### **Section B- About your project**

##### **Q5 What is your project?**

Ottery St Mary Town Council has purchased the former Nat West Bank in Ottery St Mary. Plans are now in hand to convert the building as a community building which will house a library and tourist information centre and for it to be hired out to various community groups. (The library service will provide the relevant funding for its relocation from its present building in Ottery to the new community building which will include any improvement works required solely for the library). As part of the project the Town Council requires the provision of public toilets to be included in the development

##### **Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

Many parishioners and persons from outside the Parish consider the provision of public toilets an essential facility in the town. They will be required not only as an integral part of the community building but will also be required as a 'stand alone' facility for persons who do not use the community building

**Q7 How do you know this is needed? Who and how have you consulted?**

Individual representations have been made to town councillors over the years but more recently a series of Neighbourhood Plan workshops held around the Parish have clearly indicated a requirement for this facility. In addition at the annual Parish Meeting in April 2015 a questionnaire was completed by attendees and overwhelmingly support was indicated for this provision. Talaton Parish Council has also been consulted and they have offered support by means of a small contribution from their TAP Funds

**Q8 When do you intend to start work on this project and how long is work likely to take?**

Spring 2016. The whole project is likely to take 2 – 3 months

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

The total cost for the public toilets is approx. £20,000. To date only one quote has been received from Mr D Strawbridge in the sum of £2,600 for drainage works in connection with the works, which is attached

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

Ottery St Mary Town Council	£6,220.40
Talaton Parish Council	£110.40
<b>Total</b>	<b>£6330.80</b>

**Other match funding (please specify below and state whether confirmed)**

Ottery St Mary Town Council has resolved to provide the remaining monies required for the work.

**Total cost of project**

This is likely to be in the region of £20,000 - £13,670 from Ottery St Mary Town Council and £6,330.80 from "Parishes Together").

**Shortfall (including how you are going to meet the shortfall)**

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)

- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (from the 3 Parishes included in the application)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:**

A handwritten signature in black ink, appearing to read 'M. Taylor', written in a cursive style.

**Q12 Date:**

9<sup>th</sup> February 2016

## **Ottery St Mary toilets extra information**

**What is happening to the current tourist information centre? So, why does it need replacing?**

The current TIC building is held by the TC under a lease at an annual rent of £5,000 per annum. The Council is attempting to reduce its annual expenditure and one of the steps it can take is by relocating the TIC to the TC's own freehold premises (the former Nat West bank) which is in a more prominent position in the town. The TC has in fact served notice on the landlord of the TIC premises which will result in the TIC having to relocate by the beginning of August to the new premises

**Are there any public toilets in Ottery St Mary at the moment? If so, where are they?**

There is a multi use toilet at the Old Flexton. However it is old and not fit for purpose

**Is the idea that people would come into the building to access the toilets or would they be able to access them from the street?**

They would be able to access them from the street

**Q7 Did the Neighbourhood Planning meetings and questionnaire show support for a public toilet, or the facility as a whole, or both?**

Both

**Q9 Is the £20,000 just for the provision of public toilets? How will the toilets fit in with the costs and timescale for the rest of the project (i.e. the library and TIC)?**

The toilets should be ready before the rest of the project is completed. The £20,000 is solely for the construction costs of the toilets

## **R. Axminster B Sharp**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
AXMINSTER TOWN COUNCIL AND CHARDSTOCK PARISH COUNCIL

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**  
MISS HILARY KIRKCALDIE

**Q3 Main contacts phone number:**  
01297 32088

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**  
axminsterc@btconnect.com

#### **Section B- About your project**

**Q5 What is your project?**

TO OFFER FINANCIAL SUPPORT FOR THE PROVISION OF MUSIC SESSIONS - CALLED SOUND WAVES - FOR YOUNG PEOPLE BY A LYME-REGIS BASED ORGANISATION CALLED BSHARP WHICH IS NOW EXTENDING ITS OUTREACH TO AXMINSTER. THE SESSIONS WILL BE AVAILABLE AT PIPPINS, WHERE THE LOCAL YOUTH CLUB ALSO HOLDS ITS WEEKLY SESSIONS.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

THE TOWN COUNCIL IS AWARE OF THAT MANY YOUNG PEOPLE IN THE AREA ARE INTERESTED IN MUSIC. THE PROVISION OF THESE SESSIONS WILL OFFER OPPORTUNITIES TO LOCAL CHILDREN WHICH WERE NOT AVAILABLE PREVIOUSLY. FOR SOME IT WILL ENCOURAGE THEM TO BECOME INVOLVED IN A GROUP ACTIVITY WHICH WILL HELP RAISE THEIR SELF-ESTEEM AND CONTRIBUTE TOWARDS THEIR GENERAL WELL-BEING AND KEEP THEM ENGAGED IN SOCIETY.

**Q7 How do you know this is needed? Who and how have you consulted?**  
THROUGH CONTACTS WITH VOLUNTEERS AT THE LOCAL YOUTH CLUB.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

PROJECT HAS JUST STARTED UP AND IT IS EXPECTED THAT ONCE ESTABLISHED IT WILL BECOME AN ON-GOING PROVISION IN THE TOWN OFFERING OPPORTUNITIES TO SUCCEEDING COHORTS AND GIVING THEM THE CONFIDENCE TO TAKE ON THE SPECIALIST AND GENERAL LIFE-SKILLS THEY LEARN INTO THEIR ADULT LIVES.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

£8,214

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£2,550

AXMINSTER TOWN COUNCIL £2500 CHARDSTOCK PARISH COUNCIL £50

**Other match funding (please specify below and state whether confirmed)**

£3,566

DAISI - £3,071

Participant fees - £495

**Total cost of project**

£8,214

**Shortfall (including how you are going to meet the shortfall)**

£2,008. This will be raised by OTHER FUND RAISING BY BSHARP

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

**I confirm that:**

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: HILARY KIRKCALDIE**

**Q12 Date: 9TH FEBRUARY 2016**

**Please complete and return this application form to:  
Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**



## **Extra information**

**Please could I just confirm that B Sharp is a charity, as stated in their background information?**

Charity Number is 1149237

**What other sources of funding are being looked at to fund the shortfall of £2,008?**

Devon Music Hub.

**I see they are proposing to raise £495 of funding from session fees. How many participants are they expecting? As I see they are saying that people won't have to pay if they can't afford it. Did they charge per session for the pilot project? Are there any benefits to charging participants if they can find an extra £495 of external funding to do this?**

They appear to be seeking funding on an on-going basis and would like to offer the sessions free of charge to all if sufficient funding were in place. At the moment the level of charge is allied to trip factors such eligibility for free school meals. It is difficult to be precise about numbers as they tend to grow as the word about the sessions gets round.

I don't imagine that capacity will become an issue. We will start small and grow anticipating a core group of between 15-25 in the longer term. The musicians would be mixed musically and socially with singers amongst them.

# ***B Sharp***

*Inspiring young people through music*

c/o Toldervie, West Hill Road, Lyme Regis, Dorset DT7 3LW  
T: 01297 444252 M: 07968177663 W: [www.bsharp.uk.com](http://www.bsharp.uk.com)  
Director: Fran Williams - E: [franwilliams@bsharp.uk.com](mailto:franwilliams@bsharp.uk.com)  
Charity No: 1149237



The Town Clerk, Miss H Kirkcaldie

Axminster Guildhall  
The Guildhall  
West Street  
Axminster  
Devon EX13 5NX

19 June 2015

## **B Sharp in Axminster Proposal to local parish councils**

B Sharp recently undertook a 6-week pilot project in Axminster called 'Soundwaves' - a series of weekly music making sessions at the Pippins youth and community centre, for young people in Axminster and the surrounding villages. We worked with 17 young people from the Axminster area, including some Young Music Leaders who were already training with B Sharp. 'Soundwaves' was part of a wider breakthrough music-making programme for young people across Devon, funded by DAISI and Youth Music.

Feedback and evaluation showed that participants, parents and stakeholders in the wider community enjoyed and valued the experience and wanted more. This is a proposal to start a longer-term music-making programme based in Axminster.

### **Evidence of need**

- The rural setting of Axminster and its surrounding parishes is a music and geographic 'cold spot', with few opportunities for children and young people to take part in cultural activities, especially those based around group music making.
- The Devon county Youth Service no longer exists, and young people are less supported through traditional services.
- The rural economy is historically low waged and often seasonal, there are few training opportunities and there is a shortage of affordable housing.
- Many young people feel rurally isolated, disengaged and move away to find opportunities in cities.

- Young people also may have personal challenges such as low self-esteem, eating disorders, abuse, bullying (bullied/bullies), learning disabilities, low-income, mental health, drug & alcohol issues or behavioral difficulties.

B Sharp is a charity that offers opportunities for young people of all backgrounds and circumstances to discover and enjoy the many benefits of creating and playing music together. We have numerous testimonials that our work is inspirational, gives young people hope and changes lives for the better.

#### **Testimonial samples from the Axminster 'Soundwaves' pilot project:**

*"It made me interested in what I can do."*

*"It was a lot of fun since I got to play music with my friends. The music leaders were also really nice to work with. Also being able to play instruments without having to pay for them."*

*"It was good because you could go without having to worry about money....and I really enjoyed it."*

*"They have been amazing, I have loved playing music and writing songs, I think it will help me and my band write songs in the future."*

*"Thank you for such a brilliant workshop – wish it was on going as my daughter loved it. She has gained a lot of self confidence and a sense of her own ability." Parent of Participant.*

*"One participant struggled with getting out and socialising, so for this person to come to all 6 sessions was life changing." Music Leader.*

#### **Proposal**

B Sharp builds on this work and runs weekly term time sessions (33 x 2 hours) for young people at Pippins for one year, starting in the autumn term 2015. An experienced Music Leader, an Emerging Music Leader and a Young Music Leader will lead the sessions. They will support young people artistically and pastorally.

The sessions will be open access for secondary school age and above, and inclusive for all who want to take part. We will mix abilities, ages and experience, developing a skill cascade where our delivery team and young people support each other and share their different strengths and skills. B Sharp will actively seek to engage young people who have challenging circumstances that may act as barriers to participation – e.g. financial hardship, disengagement and low self-esteem, and perhaps have never played music at all or with others.

In addition to the weekly sessions, at the end of the year there will be a sharing/performance of music produced for an audience of friends, families and the wider community. Audience ticket fees would go towards buying music equipment that can be stored on site and used in and around Axminster as the project establishes itself and grows. There will also be opportunities to take part in other B Sharp activities such as our annual Big Mix music festival in Lyme Regis.

The project will be free to those in need, with a sliding scale of up to £7 per session for those that can afford to pay. Participants and families/carers can talk to the B Sharp Director in confidence about what they can contribute. Concessions are based upon trust.

B Sharp has quality assurance systems in place to ensure the highest standards of service and safety of all involved, including policies on child protection and safeguarding, health and safety, equal opportunities and diversity.

## Projected outcomes

- B Sharp will use its model of skill cascading and peer mentoring to build musical, personal and social skills and confidence.
- Young people will choose the styles of music they want to make and create new and original music together as a team.
- Young people will feel valued and included, and be part of something positive that they can influence.
- The project is a route into training, leadership and workforce development, with pathways into other B Sharp projects and signposting to other opportunities through our networks. Participants can build portfolios to evidence their work and use these to support applications to higher education and work.
- By sharing their achievements and the music they produce, families and the wider community will gain pride and support for young people in the area, increasing community cohesion.

## Monitoring and evaluation

B Sharp uses a number of tools to monitor its projects e.g. questionnaires, focus groups and testimonials, to check that desired outcomes for its varied stakeholders are being achieved. Projects evolve and grow iteratively, responding to need, especially through the input and feedback of young people. It is important for us to know they have a sense of ownership and can influence what we do together. A key outcome is for young people to feel empowered and develop self-efficacy.

## Financial summary

An Excel spreadsheet is attached with a budget breakdown. At the moment there is a projected shortfall of £4,558. Since the young people involved in the project will come from a number of parishes in and around Axminster, the criteria for the Local Authority 'Parishes Together Fund' is a good match to make a bid and make up the shortfall. We suggest that Axminster Town Council takes the lead on this bid. B Sharp is happy to collaborate in the writing of the application. The next round closes on 10 July 2015.

### Expenditure:

The total cost of the yearlong project is £8,124

### Income:

DAISI	£3,071
Participant fees	£495
EDDC 'Parishes Together Fund'	£4,558
TOTAL	£8,124

Contact B Sharp Director, Fran Williams.

## Soundwaves (B Sharp delivery)

Sept 2015- July 2016

2 hrs per session

### Expenditure

Music Leader (includes learning and participation)	33 weeks	1980
Assistant ML	33 weeks	1320
Trainee ML	33 weeks	528
Project Management* (60hrs) (1.5hrs a week x 40 weeks)	60hrs	1500
* Includes recruitment/planning/meetings/supervision/marketing/eval/skill sharing/parents/yp/risk assessment strategic partners /schools/delivery team planning/evaluation/reports/daisi/bsharp/Ax town council		
Venue ( 80hrs @ £10 includes planning/eval meeting)		800.00
Marketing/posters/fliers/FB/web/photos/ads/press release		250.00
Transport		80.00
Equipment hire/wear and tear	33 weeks	330.00
Sharing/performance staff (including in 33 sessions above)		
Sharing performance tech support PA /lights etc		100.00
Assembly/delivery team/Axe Valley		156.00

### Core Expenditure

Admin 40 hrs (over the year) includes data collection/fees/finance/contracts/ analysis/finance/consent/new		480.00
Office overheads/insurance/space /stationery/phone		600.00

**Total Expenditure** **TOTAL** **8124**

### Income (v1)

DAISI		3,071
B Sharp (in kind bookkeeping/CPD)		
Membership (sliding scale £0-£7 per session) 2 x £5 5 x £1 (15 x 33 = £495)		495
Subsidised places		

**TOTAL** **3566**

To find = £4558 (Parishes Together Fund?)

## **S. Axminster Netball**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
AXMINSTER TOWN COUNCIL AND KILMINGTON PARISH COUNCIL

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**  
MISS HILARY KIRKCALDIE, CLERK TO AXMINSTER TOWN COUNCIL

**Q3 Main contacts phone number:**  
01297 32088

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**  
axminsterc@btconnect.com

#### **Section B- About your project**

**Q5 What is your project?**  
FUNDING SUPPORT FOR AXE VALE NETBALL CLUB WHICH IS A NEWLY-FORMED GROUP DIRECTED TOWARDS FOSTERING NETBALL FOR YOUNG PEOPLE IN THE AXMINSTER AREA THE FUNDING WOULD COVER COSTS ASSOCIATED WITH COURT HIRE, PROVISION OF KIT ETC.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**  
THIS PROJECT ENCOURAGES PARTICIPATION IN SPORT WHICH IN ITSELF PROMOTES ACTIVITY AND BOTH MENTAL AND PHYSICAL WELL-BEING BUT ALSO HAS THE SPIN-OFF BENEFITS OF INVOLVING SOCIAL INTERACTION, AN UNDERSTANDING OF PERSONAL COMMITMENT FOR THE FURTHERANCE OF THE OBJECTIVES OF A WIDER GROUP. HOPEFULLY THIS WILL LEAD TO TODAY'S YOUNGSTERS USING THESE SKILLS IN THEIR ADULT LIVES.

**Q7 How do you know this is needed? Who and how have you consulted?**  
THE GROUP MADE CONTACT IN RESPONSE TO A REQUEST FOR EXPRESSIONS OF INTEREST AND THERE HAVE BEEN DISCUSSIONS WITH LOCAL SCHOOLS AND SURROUNDING PARISH REPRESENTATIVES.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

FUNDING WOULD BE PASSED TO THE GROUP AS SOON AS AVAILABLE IN THE COMING FINANCIAL YEAR.

#### **Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

THE TOTAL FUNDING TO BE OFFERED TO THIS GROUP IS £2050. THE PROPOSAL IS A STRAIGHT-FORWARD CONTRIBUTION TOWARDS THE GROUPS COSTS, SUCH AS COURT FEES, KIT, TEAM TRAVEL. THE GROUP HAS SOUGHT FUNDING FROM A RANGE OF SOURCES WHICH WILL COMPLEMENT OUR CONTRIBUTION.

#### **Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

AXMINSTER TOWN COUNCIL - £2000 KILMINGTON PARISH COUNCIL £50

**Other match funding (please specify below and state whether confirmed)**

THE GROUP HAS ALSO SOUGHT FUNDING FROM OTHER GROUPS

#### **Total cost of project**

THE PROPOSAL IS A STRAIGHT-FORWARD CONTRIBUTION TOWARDS THE GROUPS COSTS, SUCH AS COURT FEES, KIT, TEAM TRAVEL. THE GROUP HAS SOUGHT FUNDING FROM A RANGE OF SOURCES WHICH WILL COMPLEMENT OUR CONTRIBUTION.

**Shortfall (including how you are going to meet the shortfall)**

£0

#### **Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

#### **Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: HILARY KIRKCALDIE**

**Q12 Date: 9TH FEBRUARY 2016**

**Please complete and return this application form to:  
Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**



To the Town Clerk

Re: funding for local community project

From 21<sup>st</sup> April – 30<sup>th</sup> June 2015 myself & two other Level 2 netball coaches ran 10 taster sessions of junior netball, in order to see if there was a need for Junior Netball in the Axminster area. We ended up with around 70 girls (aged 11-16years) on the register with an average 45 attending each week. These girls were representative of 12 local schools and we believe the word is spreading. There is certainly a need for this club!

The breakdown of areas from which the girls come is as follows:

Axminster (25) Kilmington (10) Colyton ( 8) Bridport ( 8) Uplyme (6 ) Lyme Regis ( 2 ) Chard (2) then (1) each from Dalwood, Stockland, Axmouth, Honiton & Seaton.

Having made such a strong start, we want to ensure that we are able to keep as many girls as possible motivated to play netball, and having an indoor facility will be key to this aim. The weekly cost of hiring the Leisure East Devon (LED) sports hall will not be covered by the weekly fees paid by the girls. We could put up the fees but we feel it is important to keep them at £1, to ensure cost is not a barrier to any girl wanting to play netball, for this reason as well we have not yet spent out on any kit. This may seem a ridiculous weekly fee but we are aware of the other costs that the girls may have to bear, affiliation fees to England Netball and match fees when playing in the Exeter & District Junior Netball League. We will increase the weekly fee (a little) over the forthcoming seasons to better cover costs but for now we aim to get as many teenage girls into sport as possible.

To this end we are making a request for funding which will help us to pay for the indoor hall costs and perhaps to purchase a small amount of kit. The hall hire is £63 per week and we are looking to provide a club for 30 weeks of the year (totals £1890). We have secured some funding for the first 10 weeks (of the later session for years 9,10 & 11) from the 'active communities funding for girls aged 14+'. This leaves a shortfall of £1530.00 to pay for court hire for the remaining 20 weeks of the year plus 80 T-shirts with our Axe Vale Netball Club logo @ £4.00(?) per shirt. We will just continue to dream of hoodies!

Myself and the other two level 2 Coaches give our time voluntarily, believing in the importance of sport and a healthy lifestyle. Generally, teenage girls are less active than boys the same age. Only recently on national news have they been talking about issues such as body image, the onset of puberty, and general feelings of insecurity about their changing bodies which can surface in these years. Some of the many benefits of regular physical activity for teenage girls include increased strength, stamina and flexibility, healthy body weight , decreased incidence of stress and depression ,increased self-esteem and positive body image – not to mention keeping them actively engaged in a healthy community activity. Girls that lose interest in sport during their teenage years, often never take it up again. With so much initial interest, this club has the potential to make a real difference in Axminster and the surrounding area.

I do hope you consider this a worthy cause to support, if you are able, I look forward to receiving your reply,  
Kind regards

Trish Warwick  
(Head Coach ~ Axe Vale Netball Club)



## T. Payhembury drainage

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### Section A- Your contact details

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
Payhembury Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Sue Morris Clerk, Payhembury Parish Council, 3 Spence Cross, Payhembury, Nr Honiton, EX14 3JH

**Q3 Main contacts phone number:**

01404 850094

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

payhemburypc@googlemail.com

#### Section B- About your project

**Q5 What is your project?**

Ditch and drainage clearing work to relieve trouble hotspots within the Parish, particularly those liable to flooding. Such work will rectify problems which if left will cause a greater level of damage to the road and ditches in the future.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

Reduced Lengthsman activity, as a result of Highways cuts means essential maintenance work is not being done as regularly it once was. The Parish Council realises the importance of such maintenance, but does not have the budget to deal with it. Payhembury Parish Council now has a fully trained Road Warden who can effectively manage the ditch & drain clearance work on the roads when budgets are available. Essential maintenance now, should increase the chances of avoiding greater flooding problems later, caused by blocked ditches & drains.

**Q7 How do you know this is needed? Who and how have you consulted?**

Each Parish Councillor has a section of the Parish to walk and inspect on a regular basis. This allows problem areas to be reported or kept under surveillance. Feed back from the Councillors guides the priority work which we report to Highways, or if within our Road Warden remit, maintain ourselves. We also ask Parishioners (via our Parish Paper and

website) to report to us, or to Highways any problems with drains, ditches, pot holes etc in order for us to keep on top of essential maintenance.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

We would intend to start work as soon as funding is granted and the Road Warden is able to coordinate the work. We have anticipated 2 days worth of work for a man and digger.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Based on the costs of work currently taking place, we anticipate 2 days of work for a Chapter 8 trained operative, and digger to be £400.00.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

Payhembury Parish Council: £400.00

**Other match funding (please specify below and state whether confirmed)**

£0

**Total cost of project**

£400

**Shortfall (including how you are going to meet the shortfall)**

£0

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: S C Morris**

**Q12 Date: 9TH FEBRUARY 2016**

**Please complete and return this application form to:  
Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**

## **Payhembury drainage extra information**

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the drainage related works you are proposing, or will you make sure you do this if your application is successful? Or is this not necessary?**

We have consulted DCC Highways (but not the Environment Agency) to a certain extent regarding the planned drainage/ditch work in so much as they have been notified of the problem (a site visit last year highlighted the hot spots). We can consult with them again if the funding application is successful, and prior to work taking place if that is required.

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while?**

The current issues caused by drain and ditch blockage have built up over a number of years. As such, we do not anticipate having to clear the same areas on an annual basis, however this would depend upon weather conditions and the work schedule of the Parish Lengthman.

## U. Rewe footpath

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues. Please submit joint applications between Parish/ Town Councils.

#### Section A- Your contact details

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Rewe  
Stoke Canon

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Lyn Flack Clerk to Rewe Parish Council  
2 Hawthorn Cottages, Stoke Canon, Exeter, Devon, EX5 4AY

**Q3 Main contacts phone number:** 07970582704

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):** lyn\_flack@hotmail.com

#### Section B- About your project

**Q5 What is your project?**

Footpath Improvement

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

We would like to widen the footpath between Rewe and Stoke Canon in order for pushchairs and wheelchair users to safely use the path. We would also like to repair the path in places where roots have appeared through the tarmac. The path is a vital link between the two villages and we are keen to start the improvements to enjoy this summer.

The path is used by:

- Parents taking their children to school in Stoke Canon, they are often taking younger children in pushchairs which require a wider well maintained footpath.
- Those visiting Stoke Canon Parish Hall for a variety of educational and recreational purposes.
- Visitors to the Bridge attending events such as computer and internet classes.
- Those who wish to support the community pub, the Stoke Canon Inn.
- Stoke Canon parishioners attending services at St Marys Church.
- Stoke Canon parishioners visiting Rewe Social Club for darts and bowling tournaments, snooker matches and various events.

The footpath is owned by DCC but has not been maintained sufficiently for a number of years and therefore action is now urgently required. There is no money within DCC budget to improve the path which is why we are keen to make improvements to it now before it is too costly to make good and it would be a great shame if the link between the two villages is lost.

If our project is a success it will make the walking route between the two villages more accessible and encourage residents to get involved with the variety of groups and services between the villages. We will be required to maintain the path over the year and all future costs for improvement will be met with the parishes precept.



**Q7 How do you know this is needed? Who and how have you consulted?**

Parishioners have expressed concerns that it will at some point be inaccessible between the two villages. It is a vital link to the local school, playpark and community post office. We have already organised one working party to clear the path and this was well received by Stoke Canon and Rewe Parishioners alike. However it is now clear that as the path is breaking in places, more serious work is required.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

We hope to start this project during the Spring 2016 and would expect to finish early Summer 2016. We will be required to maintain the path over the year and all future costs for improvement will be met with the parishes precept.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

The cost of the project is £950.00 +vat (quote attached)  
We will fund the difference through our parish precept.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

Rewe	(318)	£349.80
Stoke Canon	(493)	£542.30
TOTAL		£892.10

**Other match funding (please specify below and state whether confirmed)**

Town and Parish Council contribution: £57.90

We will be required to maintain the path over the year and all future costs for improvement will be met with the parishes precept.

**Total cost of project**

£950.00 + vat

**Shortfall (including how you are going to meet the shortfall)**

£57.90 shortfall will be met from the individual parishes precepts.

**Section F- Checklist**

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** *L Hawk*

L Flack, Clerk to Rewe Parish Council

**Q12 Date:** 11<sup>th</sup> January 2016

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Station Road,**

**Sidmouth, EX10 8HL E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk) Phone: 01395 517569**



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11 February 2016

Lyn Flack  
Clerk Rewe Parish Council

Dear Lyn

**Re: Pathway from Stoke Canon to Rewe Memorial**

As requested, I am pleased to be able to offer a quote for the following work:-

- Hand cut grass on each side of pathway (includes clearing all arisings from pathway) (4 occasions/cuts)
- Strim brambles and vegetation encroaching pathway (4 occasions/cuts)
- Apply 1 application of herbicide to edge of pathway to a width of approximately 100mm

Total + £950 + vat

If you have any questions please do not hesitate to contact me on 07812345196.

Yours sincerely

Julian Hooper  
Hooper Services

**Quote valid for 3 months**

Hooper Services - Elmfield, 62 Beech Park, Crediton, Devon EX17 1HW

VAT No. 100 7088 56

## V. Beer drainage

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### Section A- Your contact details

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
Beer Parish Council (sole application for drainage works)

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Annie Dallaway Beer Parish Council Clerk c/o Fairview Southleigh Colyton EX24 6JA

**Q3 Main contacts phone number:**

01297 680244

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

clerk.beerparishcouncil@googlemail.com

#### Section B- About your project

**Q5 What is your project?**

Beer Parish Council is keen to undertake additional gully sucking of drains within the parish to help alleviate flood risk. The additional gully sucking would be over and above the current level of service offered by DCC Highways (at least once every 3 years). The funding would pay for the mechanical gully sucker to clear the worst affected gullies and drains in the village.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The project is needed as many of the gullies and drains in Beer are full of silt and stones and are quickly overflowing in the event of heavy rainfall. The current level of service offered by DCC is not sufficient to ensure the gullies and drains are kept clear. Regular periods of sustained rainfall cause the drainage system to be overwhelmed and significant localised flooding occurs as a result of overflowing gullies and drains. The Parish Council feels strongly that the gullies and drains should be cleared annually to ensure that the drainage system can cope in the event of severe weather.

**Q7 How do you know this is needed? Who and how have you consulted?**

Local residents repeatedly express concern about overflowing gullies and drains in the following areas within Beer: Mare Lane, Underleys, Common Lane and New Road. Some community attempts have been made to clear the worst affected drains but attempts have

either been abandoned or have proved unsuccessful. The implications of the overflowing gullies and drains are flood water pooling and running down the roads and in some instances water running into domestic properties. The Parish Workman regularly raises this as a source of concern to the Parish Council and there is a consensus of opinion within the village that the gullies and drains need to be cleared annually with a mechanical gully sucker, to effectively clear the silt, stones and wet waste which accumulate. Beer also has an established Emergency Plan which flags up the need to keep the drainage system clear to help alleviate flood risk.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

Work would commence as soon as possible. Recent heavy rainfall means that all the gullies and drains are full to overflowing and in dire need of attention.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Total cost: £1,200 The DCC Eastern Neighbourhood Highway Officer has advised that it would take two days to clean/gully suck all road gullies in Beer and has indicated that the cost would be £1,200 (excluding the disposal of waste material)

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£1174.80. The total Parishes Together Fund available for Beer is £1174.80 and the application is for the full amount.

**Other match funding (please specify below and state whether confirmed)**

£25.20 (plus waste disposal costs) \*

**Total cost of project**

£1,174.80 plus waste disposal costs.

**Shortfall (including how you are going to meet the shortfall)**

The surplus amount will be met from Parish Council resources to include the cost of the disposal of the waste material, presently @ £100per tonne.

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.

- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Annie Dallaway

**Q12 Date:** 10TH FEBRUARY 2016

**Please complete and return this application form to:**  
**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,**  
**Knowle, Station Road,**  
**Sidmouth, EX10 8HL**  
**E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**

## **Beer drainage extra information**

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the drainage related works you are proposing, or will you make sure you do this if your application is successful? Or is this not necessary?**

I have contacted DCC Flood Prevention Team to ensure they are happy with our plans to organise additional clearance of the gullies/drains in Beer. I can see no reason why they will object to measures which can only alleviate flood risk. All measures will be carried out in liaison with DCC Eastern Neighbourhood Highways Officer.

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while?**

The Parish Council feels strongly that the clearance and cleansing of the gullies and drains in Beer should take place on an annual basis. To ensure that this annual maintenance can take place, the Parish Council will undertake to access funding sources as appropriate but will also begin to prioritise funding within the Parish Council's annual budget.

## Beer drainage photo

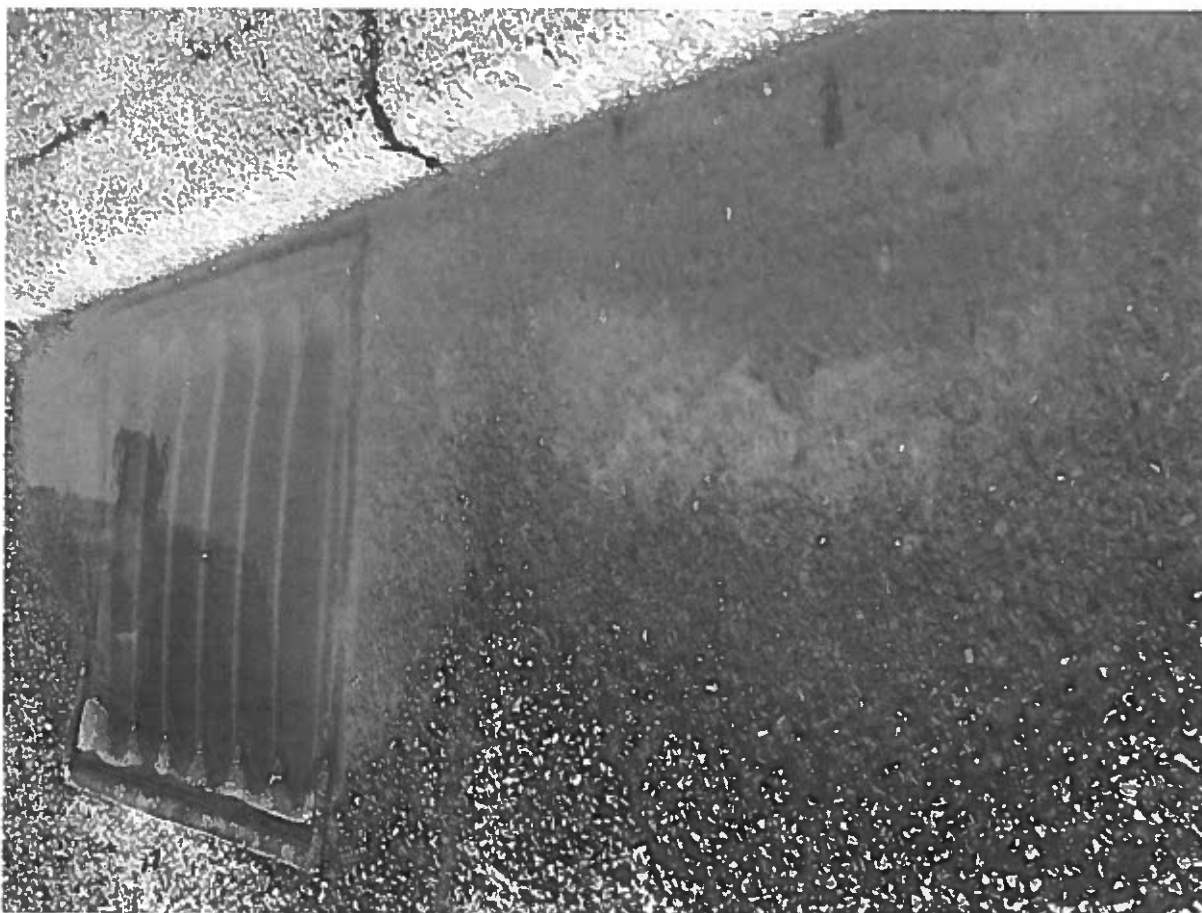
Hello,

Please find attached a photo to go with our application - this was taken several days after heavy rain and indicates the need for urgent drain clearance!

Regards

Annie Dallaway  
Clerk to Beer Parish Council

Beer is part of the East Devon and Dorset World Heritage Site







## W. Luppitt drainage

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### Section A- Your contact details

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
LUPPITT PARISH COUNCIL

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Rosalind Buxton, Luppitt Parish Clerk Courtmoor Farm Upottery Honiton, Devon EX14 9QA

**Q3 Main contacts phone number:**

01404 861481

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

luppittclerk@yahoo.co.uk

#### Section B- About your project

**Q5 What is your project?**

Ditch and drainage work around the parish of Luppitt.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

Luppitt has an abundance of water and by maintaining the condition of the ditches this ensures that water can drain away rather than lay as surface water. The project will help to preserve the condition of the roads and, hopefully, result in fewer potholes. The intention is to reduce any household flooding and result in fewer road repairs being needed.

**Q7 How do you know this is needed? Who and how have you consulted?**

This problem is well-known to Highways and is ongoing. Keeping the ditches clear to allow water to run freely into the drains is essential to keep on top of the problem. By so doing, the roads are in better condition than they would be otherwise and contribute to the safety and well-being of parishioners.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

As soon as possible. Ongoing.

#### **Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Luppitt has 360 electors. We should like to raise the sum of £396 (£1.10 x 360).

#### **Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

Luppitt has 360 electors. We should like to raise the sum of £396 (£1.10 x 360).

**Other match funding (please specify below and state whether confirmed)**

Town or Parish Council contributions: As necessary

#### **Total cost of project**

**Shortfall (including how you are going to meet the shortfall)**

Depending on the amount of work necessary during the year, Luppitt Parish Council will match fund and/or meet any shortfall.

#### **Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

#### **Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Rosalind Buxton

**Q12 Date:** 11TH FEBRUARY 2016

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**

## **Luppitt drainage extra information**

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the drainage related works you are proposing, or will you make sure you do this if your application is successful? Or is this not necessary?**

Most of the Parishes Together funding will be used towards ditch clearing. Any drainage works would be minor and we would not intend to undertake any major drainage works.

Helen Selby (Highways) has visited Luppitt several times recently and knows the area very well. Jessica Bott (Flood Prevention) has also paid a visit and they are working on a scheme to address a problem that we have at Shaugh. However, this is just one problem area. There are many ditches throughout the parish that need to be kept clear so that the water can run freely.

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while?**

Luppitt has an abundance of water and keeping the ditches clear throughout the year is an ongoing project. We have an amount set aside each year in our budget for parish maintenance.

**How will you carry out the project? For example with parishioner volunteers, a local contractor, hiring equipment? Do you know what you would get for the funding you have available to you?**

We use a local contractor, Andrew Tucker, who is Chapter 8 trained, carries out work for South West Highways and is also a Parish Councillor.



## X. Exmouth Christmas lights

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### Section A- Your contact details

##### **Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Exmouth Town Council

Honiton Town Council

##### **Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Mrs Lisa Bowman, Town Clerk - Exmouth Town Council, Exmouth Town Hall, 1 St. Andrew's Road, Exmouth, EX8 1AW

Mrs Chetna Jones, Town Clerk - Honiton Town Council, Council Office, The Beehive, Dowell Street. Honiton. EX14 1LZ

##### **Q3 Main contacts phone number:**

01395 276167 and 01404 42957

##### **Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

townclerk@honiton.gov.uk or townclerk@exmouth.gov.uk

#### Section B- About your project

##### **Q5 What is your project?**

Christmas Lights.

Exmouth and Honiton are both in a position this year where they are looking to purchase festive lights with the aspiration of being able to rotate/share the lights between the Towns to provide a fresh scheme each year.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

We want to make the town centres more attractive during the pre-Christmas period so that we can promote town centre retail and encourage people to shop locally. The respective Town Councils will be hosting additional events such as Christmas lights switch on, late night shopping, Christmas Cracker (Exmouth), Christmas market (Honiton) for the benefit of the Towns. Lymptstone Town Council and Sidmouth Town Council are in support of this project and whilst unable to financially contribute this year, they have aspirations to join the rotate/share scheme at a future date.

**Q7 How do you know this is needed? Who and how have you consulted?**

In Honiton, members of the public have been consulted through market day meet-your-town councillor surgeries. In addition, we have consulted with the Honiton Chamber of Commerce and assisted with the campaign which has resulted in a lot of interest and support being given. A total of £18,550.97 has been raised to date and £17,711.84 has or will be used to purchase and display festive lights in 2014 and 2015.

In Exmouth, the Community Liaison Panel and Exmouth Town Team and Tourism forum (which has representatives from retail and tourism related businesses) are fully supportive of the festive lights project, as is the Exmouth Chamber of Trade.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

From April 2016 in order to install in November 2016 for the pre-Christmas period.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Please see attached sheets

## Q10 Funding

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£36,787.30

£27,681.50 ETC & £9,105.80 HTC

**Other match funding (please specify below and state whether confirmed)**

Exmouth Christmas Lights Committee will be fundraising in order to make a financial contribution. ETC also obtained locality grant of £1500 towards the cost of installing festive lighting sockets in Exmouth and has a budget of £5000 towards lighting.

HTC has included £6,000 in its budget for Christmas Lights Project (with plans to include each year). Chamber of commerce has bought some lights already (approx. value £7,000) which will form part of the project and intends to continue with its fundraising campaign.

**Total cost of project**

£43,616.80

**Shortfall (including how you are going to meet the shortfall)**

Continue with fundraising and where possible buy refurbished lights to reduce the overall cost.

## Section E- Checklist

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

**I confirm that:**

- I am authorised by the organisations involved to sign on their behalf.



- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:**

Lisa Bowman Town Clerk Exmouth Town Council
Chetna Jones Town Clerk Honiton Town Council

**Q12 Date:**

11 <sup>th</sup> February 2016
--------------------------------

**Please complete and return this application form to:**  
**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,**  
**Knowle, Station Road,**  
**Sidmouth, EX10 8HL**  
**E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**  
**Phone: 01395 517569**

**Exmouth and Honiton Festive Lighting Project Proposal**

**Estimated cost Breakdown**

	HTC	ETC
<u>Focal Christmas Tree</u>		
Real Christmas Tree 18ft – 25ft with Lights delivered and installed	£1,200	£1,500
(Copy of 2015 invoice attached from Fantastic Illuminations)		
<u>Anchor Point and Bolt Testing</u>		
28 points	£742	
48 points		£1342
(Copy of Sound Events quote attached)		
<u>Storage</u>		
	£750	£750
(Copy of Sound Events quote attached)		
<u>PAT Testing</u>		
	£260	£400
(Copy of Sound Events quote attached)		
<u>Fixed Costs</u>		
	£1,550	£1,550
(Copy of Sound Events quote attached)		
<u>Insurance</u>		
	£200	£200
(Email quote from Insurance broker attached)		
<u>Purchase of Lights</u>		
Pole Lights	£4,920	£8,200
(Copy of Festive Lighting quote attached)		
Artificial Trees for High Street flagpoles	£1,581.25	£885.50
(Copy of Festive Lighting quote attached)		
Hanging Spheres		
	£1,950	
(Copy of Festive Lighting quote attached)		
Cross Street Lighting		
	£2,550	
	£850	
(Copy of Festive Lighting quote attached)		
Icicle Lights		
		£2,388
(Copy of Festive Lighting quote attached)		
Spider Lights		
		£1,380
(Copy of Fantastic Illuminations quote attached)		
String Lights for Trees		

£137.25    £2,025  
(Copy of Festive Lighting quote attached)

Installation and dismount of lights

£2,155    £3,200  
(Copy of Sound Events quote attached)

Incidentals

Brackets & mounts

£112.80    £188  
(Copy of 2015 invoice from festive Lighting attached)

Sockets

£200    £200

Total

**£18,358.30    £25,258.50**

From: Sarah Steel [<mailto:sarahs@ptsg.co.uk>]  
Sent: 30 April 2015 09:08  
To: Suzanne Birkett <[tmassistant@exmouth.gov.uk](mailto:tmassistant@exmouth.gov.uk)>  
Cc: Lisa Bowman <[townclerk@exmouth.gov.uk](mailto:townclerk@exmouth.gov.uk)>  
Subject: RE: Test - Exmouth Catenary Wires

Morning

Following on from the email correspondences yesterday regarding the testing and certification of the catenary wires for Xmas Decs in the Town centre, we are pleased to quote as follows

To attend site out of hours (Evening works) with access machine and carry out the testing of 16 catenary wires and issue the certification  
Cost - £1150.00 plus VAT

All standard terms and conditions apply

I trust this meets with your approval and ask you to send email acceptance or a covering order number, once received we can plan in on the schedule accordingly

Many thanks

Kind Regards

Sarah Steel  
Maintenance Manager Fall Arrest Testing  
PTSG Access & Safety Ltd



13-14 Flemming Court  
Castleford  
West Yorkshire  
WF10 5IIW

Tel: 01977 668771  
Fax: 01977 668772  
Mobile: 07818 096657

Email [sarahs@ptsg.co.uk](mailto:sarahs@ptsg.co.uk)  
[www.ptsg.co.uk](http://www.ptsg.co.uk)



18th January 2016

Page 1 of 1

Suzanne Exmouth Town Council  
 Town Management Project Officer  
 Town Hall  
 St Andrews Road  
 Exmouth  
 EX8 1AW

Reference: HJ003921

Quotation for: Storage, PAT test, Installation & Strike of Christmas Lights in Exmouth 2016 (Estimate)

For the hire of:

Storage of Christmas Lights - 1yr	£750.00
Annual PAT test of all items (est. 300 items)	£400.00
Plant Hire	£1,100.00
Consumables	£50.00
Installation labour	£1,600.00
De-rig labour	£1,600.00

Please note: this quotation is valid for 30 days  
 and subject to availability at the time of booking.

NET	£5,500.00
V.A.T.	£1,100.00
<b>Total</b>	<b>£6,600.00</b>

Sound Events Ltd, 11 Ladysmith Road, Exeter, Devon, EX1 2PU  
 Tel: 01392 250679 Email: enquiries@soundevents.co.uk  
 Company No: 7228596, VAT No: 895 9979 14



English | Français

**Fantastic Illuminations**  
Commercial Grade Christmas Lights

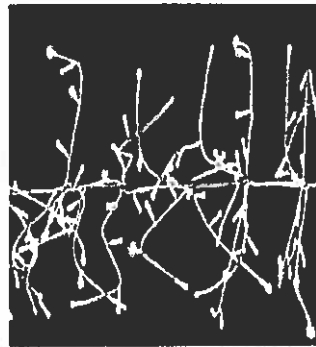
Email  
Email us now

Phone  
01404 510015

Your basket  
0 items  
Checkout

Christmas Lighting Products | Extension Cables | Services | Search:

By the Line Lighting | Ball and Chain | Catwhisker | Display Lighting | House Numbers | Christmas | Street Ornament | Street Ornament | Snowflake | Snowflake and Chain | Trees



## SPIDER-LIGHT

The light with many legs

Product	Qty	Order
Spiderlight 100-1000-1000-1000-1000-1000	1	Order

Prices include VAT (except incl. VAT)

### ⊗ SUPPLY CORRECT PRODUCT

A range of products and accessories that can be used connected together to simplify your installations



### RELATED ITEMS

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

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Fantastic Illuminations  
E1 Flightway Business Park  
Dunkeswell  
Devon  
EX14 4PP

01404 510015

**Invoice**

Honiton Town Council  
The Beehive  
Dowell Street  
Honiton  
Devon  
EX14 1LZ  
United Kingdom

**Invoice Number:** 34559  
**Invoice Date:** 16th Nov '15  
**Due Date:** 14th Dec '15  
**Account:** HONI02  
**Purchase Order:** Christmas Tree 2015  
**Project:**

VAT No: 709 7774 89

Qty	Description	Price	Total
1	Christmas Tree Lighting Installation and Supply of Tree	1,100.00	1,100.00

Terms & Conditions Available On Request

Total Net Amount: £1,100.00  
VAT: £220.00  
Invoice Total: £1,320.00



1st February 2016

Page 1 of 1

Honiton Town Council  
 Council Office  
 The Beehive  
 Dowell Street  
 Honiton  
 EX14 1LZ

Reference: HJ003953

Quotation for: Storage, PAT test, Installation & Strike of Christmas Lights in Exmouth 2016 (Estimate)

For the hire of:

**Storage & Testing**

Storage of Christmas Lights - 1yr	£750.00
Annual PAT test of all items (per item)	£1.30

**Anchor Testing**

Bolt Testing Kit (Equipment Hire - 1day)	£142.00
Anchor Point Test (Per point - to inc visual on Catenary wires)	£25.00

**Installation & De-rig Fixed Costs**

Management Fee (to inc dealing with 3rd parties ie Western Power)	£150.00
Plant Hire	£1,100.00
Consumables	£50.00
Initial Labour Charge	£250.00

**Installation & De-rig Labour (per item)**

Lamp post	£30.00
Christmas Tree (to include Lights)	£25.00
Flag	£12.50
Over-road Lights (Catenary)	£50.00
Festoon (Zig zagged - per connection point/Run)	£15.00

Please note: this quotation is valid for 30 days  
 and subject to availability at the time of booking.

NET	£2,600.80
V.A.T.	£520.16
<b>Total</b>	<b>£3,120.96</b>

Sound Events Ltd, 11 Ladysmith Road, Exeter, Devon, EX1 2PU  
 Tel: 01392 250679 Email: enquiries@soundevents.co.uk  
 Company No: 7228596, VAT No: 895 9979 14





## Town Clerk

---

**From:** Hannah Bourne <Hannah@festivelighting.co.uk>  
**Sent:** 09 February 2016 16:15  
**To:** Town Clerk  
**Subject:** RE: Initial ideas - The Festive Lighting Company

If you were to order 2 to go together we'd have them wired so one motif would plug into the other and then into the column.

**From:** Town Clerk [mailto:TownClerk@honiton.gov.uk]  
**Sent:** 09 February 2016 16:14  
**To:** Hannah Bourne <Hannah@festivelighting.co.uk>  
**Subject:** RE: Initial ideas - The Festive Lighting Company

Thanks Hannah.

Can you plug two map motifs into one if we want to have two on one lamppost?

Regards,

Chetna

Chetna Jones  
Town Clerk

Honiton Town Council  
Council Office  
The Beehive  
Dowell Street  
Honiton  
EX14 1LZ

01404 42957  
[towncouncil@honiton.gov.uk](mailto:towncouncil@honiton.gov.uk)  
[www.honiton.gov.uk](http://www.honiton.gov.uk)



**From:** Hannah Bourne [mailto:Hannah@festivelighting.co.uk]  
**Sent:** 09 February 2016 16:05  
**To:** Town Clerk <TownClerk@honiton.gov.uk>  
**Subject:** RE: Initial Ideas - The Festive Lighting Company

Hi Chetna

Have a look at the attached – We do a socket but only a single one as far as I'm aware.

Item 513.1653TF (column mounted socket) £9.95 each

Hannah Bourne  
The Festive Lighting Company  
Blackmoor, West Buckland, Wellington, Somerset TA21 9LQ

T. 01823 667788  
F. 01823 667131

---

**From:** Town Clerk [<mailto:TownClerk@honiton.gov.uk>]  
**Sent:** 09 February 2016 15:50  
**To:** Hannah Bourne <[Hannah@festivelighting.co.uk](mailto:Hannah@festivelighting.co.uk)>  
**Subject:** RE: Initial ideas - The Festive Lighting Company

Hi Hannah,

Spider Lights – I am not exactly sure what these are as it is a requirement for Exmouth. Something about a wire with light up bits hanging off the wire which you wrap around lamp columns? Don't worry if you cannot price this.

Sockets are what the lamp motifs need to plug into before connecting to the lamp post electricity supply (I think). I was told that the majority of the lamp posts have had their timers taken out and single/double sockets attached for motifs.

Hope that helps.

Regards,

Chetna

Chetna Jones  
Town Clerk

Honiton Town Council  
Council Office  
The Beehive  
Dowell Street  
Honiton  
EX14 1LZ

01404 42957  
[towncouncil@honiton.gov.uk](mailto:towncouncil@honiton.gov.uk)  
[www.honiton.gov.uk](http://www.honiton.gov.uk)



**From:** Hannah Bourne [<mailto:Hannah@festivelighting.co.uk>]  
**Sent:** 09 February 2016 15:44  
**To:** Town Clerk <[TownClerk@honiton.gov.uk](mailto:TownClerk@honiton.gov.uk)>  
**Subject:** RE: Initial ideas - The Festive Lighting Company

Hi Chetna

Prices below;

104-030 (Warm white icicles/50cm drop – static LEDs)

1 x 12m £138.65 (this includes 1 power lead to power the whole 12m length)

1 x 18m £203.85 (this includes 1 power lead to power the whole 18m length)

1 x 24m £269.05 (this includes 1 power lead to power the whole 24m length)

String lights for trees – if at high level these can be 230v-  
60m (6 x 10m lengths connected end on end with powerlead included-230v)  
£125.25 for static or £137.25 for twinkling.

spider lights to wrap around lamp columns – sorry please clarify what you mean by spider lights.

Single lamp sockets

Double lamp sockets – again may need clarification on this. Do you have a picture I could see?

All prices exclude vat.

Hannah Bourne  
The Festive Lighting Company  
Blackmoor, West Buckland, Wellington, Somerset TA21 9LQ

T. 01823 667788

F. 01823 667131

---

**From:** Town Clerk [<mailto:TownClerk@honiton.gov.uk>]  
**Sent:** 09 February 2016 15:31  
**To:** Hannah Bourne <[Hannah@festivelighting.co.uk](mailto:Hannah@festivelighting.co.uk)>  
**Cc:** Lisa Bowman <[townclerk@exmouth.gov.uk](mailto:townclerk@exmouth.gov.uk)>  
**Subject:** RE: Initial ideas - The Festive Lighting Company  
**Importance:** High

Hi Hannah,

Can you let me know how much it would cost for the following:

104-030

1 x 12m  
1 x 18m  
1 x 24m

As individual prices for the 3 lengths.

Also do you supply string lights for Trees approx. 60m in length and spider lights to wrap around lamp columns?

Can you also confirm the cost of

Single lamp sockets  
Double lamp sockets.

If you can let me have the information asap as this is the last of the info I require before I submit the application for funding.

Thanks for your help.

Regards,

Chetna

Chetna Jones  
Town Clerk

Honiton Town Council  
Council Office  
The Beehive  
Dowell Street  
Honiton  
EX14 1LZ

01404 42957  
[towncouncil@honiton.gov.uk](mailto:towncouncil@honiton.gov.uk)  
[www.honiton.gov.uk](http://www.honiton.gov.uk)



**From:** Hannah Bourne (<mailto:Hannah@festivelighting.co.uk>)  
**Sent:** 08 February 2016 15:09  
**To:** Town Clerk <[TownClerk@honiton.gov.uk](mailto:TownClerk@honiton.gov.uk)>  
**Cc:** Lizz Rawlings <[lizz@festivelighting.co.uk](mailto:lizz@festivelighting.co.uk)>  
**Subject:** Initial Ideas - The Festive Lighting Company

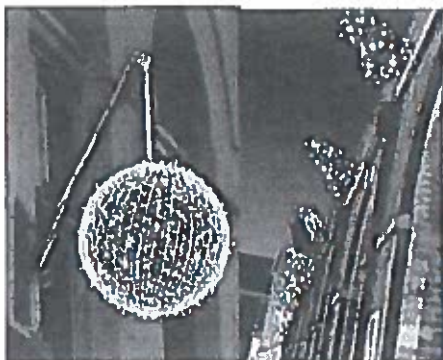
Hi Chetna

Re. Honiton Christmas Lighting project

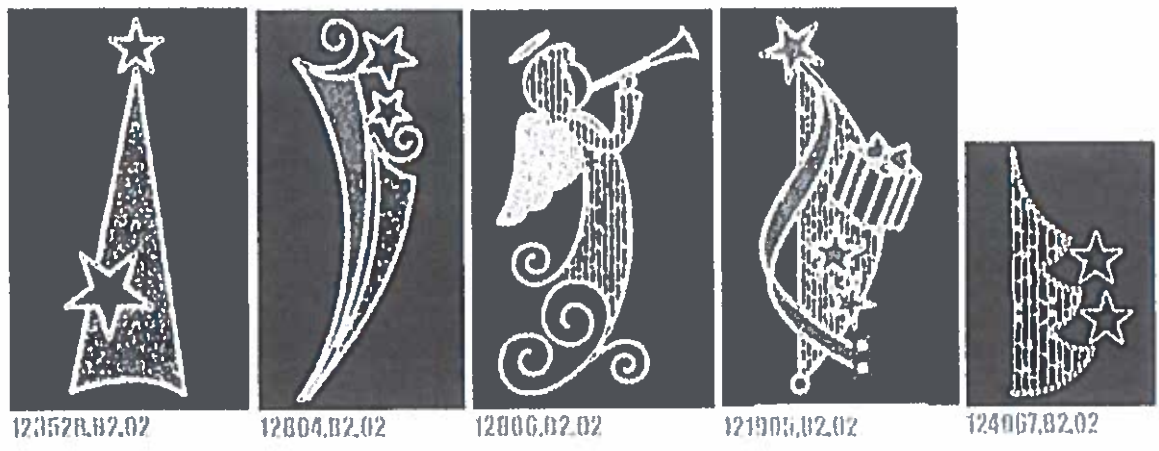
Thank you for your call earlier. Ahead of your meeting tonight, below are examples of products mentioned.

Lamp post motif prices vary hugely from £95.00 for a 0.6 metre decoration to £655.00 for a 3metre decoration. Prices vary due to the size, intricacy of the motif and materials used. Motifs that involve carpet infill for daytime appeal tend to be more expensive. Similarly with the cross street features we can offer, we have decorations that range from 3 metres to 14 metres wide with prices ranging from £320.00 to over £1,900.00.

Prices for the items mentioned are below.

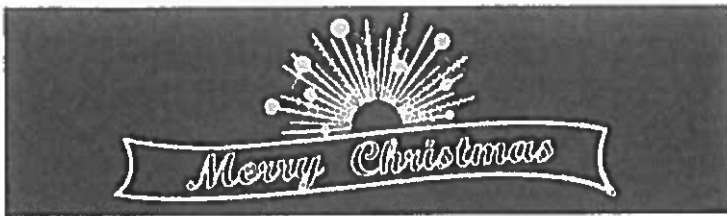


BALLKN.50 - 50cm knitted ball with pole for mounting in tree bracket or flagpole bracket - £195.00 each  
FLC4000 – 1.2m artificial tree with 1 set of 230v light strings in your chosen LED colour with power lead - £63.25 each



123528.B2 – Star Tree 2.5m x 0.85m £250.00 each  
12804.B2 – Star Blade 2.25m x 0.8m £410.00 each  
12806.B2 – Angel 1.7m x 0.95m £385.00 each  
121905.B2 – Present with stars 2.5m x 1.15m £590.00 each  
124067.B2 – Mini tree with stars 1.4m x 0.75m £130.00 each

Other items discussed were the cross streets, namely ones with Merry Christmas wording. Options and prices below;



12610.A2

4m  
1.10m  
145W

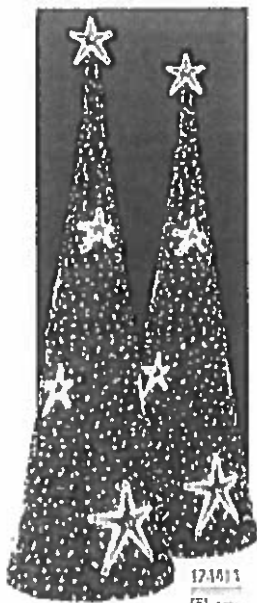


124262.A2

5m  
1.20m  
130W



- 15102.A2 – 4m x 1.5m £870.00 each
- 12610.A2 - 4m x 1.1m £825.00 each
- 124262.A2 - 5m x 1.2m £725.00 each



124414

2.80m  
0.70m  
110W

You mentioned a possibility of a floor standing feature. One option would be; 124414 – a 2.8 metre cone tree - £930 each.

Please note that all prices quoted exclude VAT and delivery.

There will be an Ex-hire list published in late spring with a wide variety of refurbished lamp post and crossing motifs to choose from at reduced prices. Once this is released, Lizz will no doubt send you a copy. She will be back in the office on Monday 15<sup>th</sup> February and will be more than happy to go through options with you in more detail. Her contact number is 07808 654403 and her email address; [lizz@festivelighting.co.uk](mailto:lizz@festivelighting.co.uk)

Hope this helps in the interim.

Kind regards

Hannah Bourne  
The Festive Lighting Company  
Blackmoor, West Buckland, Wellington, Somerset TA21 9LQ

T. 01823 667788  
F. 01823 667131

---

Dear Lisa,

Exmouth Chamber of Commerce very much applauds the Town Council's initiative to secure funding for the town's Christmas lights. There is no doubt that a properly festive town centre ensures that more people will shop with local traders rather than migrating to other towns who maintain a really high standard of Christmas decorations and lights.

Some five years ago the town was without Christmas lights due to austerity cuts and it was noticeable how badly the local traders were affected. The Chamber of Commerce believe that a high quality Christmas lighting display can add at least 10% to sales as it really assists the town's ambience and sustainability as a Christmas shopping venue of choice.

Ian

Ian M. MacQueen  
Chairman

Exmouth Chamber of Trade & Commerce

T: 01395 224007  
M: 07802 238009







## Y. Clyst St George drainage

### East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### Section A- Your contact details

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Clyst St. George P.C.

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Cllr. John Manser  
Clyst St. George P.C.  
Green Orchard Lower Lane  
Ebford EX3 0QT

**Q3 Main contacts phone number:**

01392 874861

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

john@jmanser.co.uk

#### Section B- About your project

**Q5 What is your project?**

Ditch maintenance in Ebford and Clyst St. George

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

Devon C.C. have reduced the lengthmen service to the minimum. Some ditches are overgrown/blocked and ineffective in heavy rain.  
Despite requests to DCC no help seems to be available!  
Will stop run-off water running down Lower Lane

**Q7 How do you know this is needed? Who and how have you consulted?**

Residents have commented to the P.C.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

Ditch work to be carried out after April. In future years we will have to put some more money from the precept into these kind of projects.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Ditch Work £200 estimated

We will employ a Contractor, Plandscape, to carry out these works.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£200

Clyst St George £200

**Other match funding (please specify below and state whether confirmed)**

£0

Total cost of project

£200

Shortfall (including how you are going to meet the shortfall)

Should this not cover the ditch clearing the CSG P.C. will fund the balance.

**Section E- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:**

*John Manser*

**Q12 Date:**

11<sup>th</sup> February 2016

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)  
Phone: 01395 517569**



## **Z. Upottery drainage**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Upottery Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address  
(including postcode):**

Mrs Kerry Kennell Upottery Parish Council Courtmoor Farm Upottery Honiton Devon EX14 9QA

**Q3 Main contacts phone number:**

01404861129

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

upotteryclerk@yahoo.co.uk

#### **Section B- About your project**

**Q5 What is your project?**

Ditch surveying and remedying.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The parish of Upottery due to the increased wet weather, reduced lengthsman service and general poor quality of roads are looking for ways of improving the conditions of the roads in our parish for our parishioners. We have identified that poor ditch management is resulting in excessive water lying on the roads for a prolonged period of time which is causing damage to the road surface and in many cases is resulting in large potholes which cause difficult driving conditions to road users. We feel that by taking preventative action this should help ease the burden on Devon County Council Highways and enable them to focus on more serious and complex issues.

By surveying the ditches we will identify the problem areas and by taking appropriate action can then stop the water from lying on the surface for a period of time. This will reduce the potholes within our parish and will mean that during the winter period our roads will be far safer in icy conditions as we will not have any excessive amounts of water crossing the road. We know that under Tough Choices road gritting is an area that is being reduced and

anything we can do to reduce the amount of water on the road can only assist safer driving conditions.

**Q7 How do you know this is needed? Who and how have you consulted?**

Uppottery Parish Council have liaised with Helen Selby, Councillor David Key, Councillor Paul Diviani several times over the past year regarding various issues within our parish of poor road maintenance caused by excessive water lying on the road.

We have consulted with local parishioners, parish councillors and local contractors regarding the problems and possible solutions.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

We intend to start work in October 2016 to resolve issues ready for the forthcoming winter. We anticipate it will take 2 1/2 days to complete the actions (not necessarily 2 1/2 consecutive days).

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

£630.30

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£630.30

**Other match funding (please specify below and state whether confirmed)**

£0

**Total cost of project**

£630.30

**Shortfall (including how you are going to meet the shortfall)**

The parish council will support the completion of this work and will cover any shortfall should it arise.

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.

- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Kerry Kennell

**Q12 Date:** 11TH FEBRUARY 2016

**Please complete and return this application form to:**  
**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,**  
**Knowle, Station Road,**  
**Sidmouth, EX10 8HL**  
**E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**



## **Upottery drainage extra information**

**Have you consulted Devon County Councils flood prevention team and the Environment Agency about the works you are proposing, or will you make sure you do this if your application is successful? Or is this not necessary?**

We have highlighted areas of particular concern to the flood prevention team where appropriate. If our funding is successful we will ensure they are updated but the work that the council intend to carry out does not require permission.

**Think about what will happen if your scheme is a success, how will you keep it going? Or is it a one-off in depth project that then won't need to be done again for a while?**

If the work is carried out it will not need to be carried out again but can be maintained by the lengthsman and parish council on an ongoing basis.

**What will the work entail? What will the funding be spent on specifically?**

The funding will be spent on clearing ditches from specific areas within the parish where excess water on the road results in more dangerous road conditions.

**Do you know whether you would be able to afford 2 and a half days of work with the £630.30 that you have available? You could just ring a local contractor and find their daily/hourly rate for this kind of work for example?**

I have checked with a local contractor and this work can be carried out with the funds available.

## **ZA. Cotleigh drainage**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Cotleigh Parish Council

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Mrs Kerry Kennell Cotleigh Parish Council Courtmoor Farm Upottery Honiton Devon EX14 9QA

**Q3 Main contacts phone number:**

01404861129

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

cotleighclerk@yahoo.co.uk

#### **Section B- About your project**

**Q5 What is your project?**

Ditch surveying and remedying.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The parish of Cotleigh due to the increased wet weather, reduced lengthsman service and general poor quality of roads are looking for ways of improving the conditions of the roads in our parish for our parishioners.

We have identified that poor ditch management is resulting in excessive water lying on the roads for a prolonged period of time which is causing damage to the road surface and in many cases is resulting in large potholes which cause difficult driving conditions to road users. We feel that by taking preventative action this should help ease the burden on Devon County Council Highways and enable them to focus on more serious and complex issues.

By surveying the ditches we will identify the problem areas and by taking appropriate action can then stop the water from lying on the surface for a period of time. This will reduce the potholes within our parish and will mean that during the winter period our roads will be far safer in icy conditions as we will not have any excessive amounts of water crossing the road. We know that under Tough Choices road gritting is an area that is being reduced and

anything we can do to reduce the amount of water on the road can only assist safer driving conditions.

Once the project is done, these works won't need to be done again for a while.

**Q7 How do you know this is needed? Who and how have you consulted?**

Cotleigh Parish Council have liaised with Helen Selby, Councillor David Key, Councillor Paul Diviani several times over the past year regarding various issues within our parishes of poor road maintenance caused by excessive water lying on the road. We have consulted with local parishioners, parish councillors and local contractors regarding the problems and possible solutions.

It is not necessary for us to consult DCCs Flood Prevention Team or the Environment Agency for these works.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

It is intended that the work will start in October 2016 and will last for approximately 1 day.

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

The total cost of the project is £200.00, primarily for ditch clearance.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£184.80

**Other match funding (please specify below and state whether confirmed)**

£15.20. The parish council will support the completion of this work and will cover any shortfall should it arise.

**Total cost of project**

£200

**Shortfall (including how you are going to meet the shortfall)**

The parish council will support the completion of this work and will cover any shortfall should it arise.

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

**I confirm that:**

- I am authorised by the organisations involved to sign on their behalf.

- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Kerry Kennell

**Q12 Date:** 11TH FEBRUARY 2016

**Please complete and return this application form to:  
Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**



## **ZB. Awliscombe signage**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**  
AWLISCOMBE PARISH COUNCIL

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Mrs Sally Maynard Marles Farm Awliscombe Honiton Devon EX14 3PJ

**Q3 Main contacts phone number:**

01404 42962

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

clerk@awliscombe.eastdevon.gov.uk

#### **Section B- About your project**

**Q5 What is your project?**

To replace the 'village sign' for Weston - within Awliscombe Parish.

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The landmark village sign was damaged beyond repair after someone drove into it. I have asked D.C.C. to replace it and they have told me there is no funding available. I have contacted the 'Sign Shop' at South West Highways to get a quote for a new sign so that we can pay them to provide and put it up.

**Q7 How do you know this is needed? Who and how have you consulted?**

The parishioners have expressed concern that drivers are not aware that they are entering a built up area and we have some local businesses who wish to publicise that they are within the village and the sign acts as good landmark. The parish council would also like to show the boundary between Awliscombe Parish and the neighbouring parish of Gittisham.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

When the sign is available and there is someone from SWH to put it up.

#### **Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

I have had a rough estimate from South West Highways for £75.00 plus the VAT which included delivery but I am waiting for them to come back to me with details of cost of putting it up.

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below).**

As noted above I do not have an exact amount but the majority request will be from Awliscombe Parish Council with a £20 contribution from Buckerell Parish Council.

**Other match funding (please specify below and state whether confirmed)**

£0

**Total cost of project**

£? (approximately £75.00)

**Shortfall (including how you are going to meet the shortfall)**

£0

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant:** Sally Maynard

**Q12 Date:** 29<sup>th</sup> February 2016

**Please complete and return this application form to:**

**Jamie Buckley, Engagement and Funding Officer, East Devon District Council,  
Knowle, Station Road,  
Sidmouth, EX10 8HL  
E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)**







## **ZC. Stockland benches**

### **East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015/2016**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

**IMPORTANT-** If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

#### **Section A- Your contact details**

**Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:**

Stockland PC Yarcombe PC

**Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):**

Ken Pearson Six Gables. Otterford, Chard TA20 3QS

**Q3 Main contacts phone number:**

01823 601365

**Q4 Main contacts e-mail (IN BLOCK CAPITALS):**

clerk@stockland.eastdevon.gov.uk

#### **Section B- About your project**

**Q5 What is your project?**

To replace 2 rotted wooden benches on the playing field/cricket pitch with 3 recycled heavy duty plastic benches with memorial plaques; one to a previous Stockland clerk, another to a prominent Yarcombe parishioner, both of whom were involved in the cricket club; with the third being placed near the Play Area by the Stockland village hall

**Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?**

The latest assessments done show that the benches need replacing before the next cricket season if they are to be safely used. The latest Risk Assessment of the Play Area shows the bench also needs replacing. It will provide seating at the play area, much used by children after school; on the cricket ground during games and recreation for the community.

**Q7 How do you know this is needed? Who and how have you consulted?**

Stockland and Yarcombe Cricket Club approached Stockland PC to have the benches replaced and the council consulted with Yarcombe PC as a joint venture. The memorial plaques are for local prominent people who were members of the SYCC. The Play Area bench was shown on the latest Risk Assessment by external Inspectors to need replacement.

**Q8 When do you intend to start work on this project and how long is work likely to take?**

From beginning to end of March

**Section D- Project costs and match funding**

**Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?**

Total £1412.26; 3x dark brown recycled heavy duty benches £389 (inc VAT), 2 engraved plaques £80 and delivery £55 ; paving slabs for two benches £60;

**Q10 Funding**

**Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below)**

£1052.26

Stockland PC, 516 electors £567.60 Yarcombe PC, 389 electors £427.90

**Other match funding (please specify below and state whether confirmed)**

£360 from Yarcombe and Stockland Cricket Club

**Total cost of project**

£1412.26

**Shortfall (including how you are going to meet the shortfall)**

£0

**Section F- Checklist**

**Please check you have completed all of the information above.**

**You may also wish to include:**

- Quotes for project costs (see attached)
- Details of offers/ grants from any other funder/ organisation (not applicable)
- Photographs, specifications and drawings (not applicable)
- Extracts from your Parish Plan(s) (not applicable)
- Evidence of consultation e.g. letters of support (not applicable)

**Before signing, please read**

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefitted the community

**Q11 Signature of applicant: K PEARSON**

**Q12 Date: 12TH FEBRUARY 2016**

**Please complete and return this application form to:**

## **Stockland benches extra information**

**Please could you just explain a bit more about the cricket ground, I see Stockland and Yarcombe share the cricket ground and have a joint cricket team? How successful is the cricket club? Do you get a lot of spectators that will need somewhere to sit?**

Cricket has been played at Stockland since at least August 19th 1862 when a game was played against Dalwood. This was celebrated in 2012. Both Yarcombe and Stockland had separate cricket teams but amalgamated in the early 1960's as Stockland had a better ground and Yarcombe had the better players!

Y&S cricket club is has played cricket in Stockland village for over 50 years (maybe longer). We have two teams which use the ground throughout the summer and the school also play matches against other schools. We had two benches at the top of the pitch which deteriorated over the years. They were always very popular for spectators. They were also memorial benches (past cricketers) so it would be nice to re-instate them.

The benches in question ( now deteriorated ) were originally placed in memory of two Yarcombe residents Marilyn Lye and Ian Rich who died c 2000 .Marilyn was the scorer etc for many years and died prematurely in her early 40's . Ian was only 52 and had been a longtime chairman of the club . It was also suggested to buy a third bench in remembrance of Stuart Williams who was again a Yarcombe resident but also was an umpire for the cricket club and until his death in 2011 was the parish clerk of Stockland PC

### **Do Stockland and Yarcombe also share the play area to some extent?**

The Play Area is situated within the grounds of Stockland Victory Hall but, as far as I am aware, it is open for the use of any member of the public. However it is worth noting that the Stockland and Yarcombe Pre-School is located within Stockland Victory Hall and during term time both the Play Area and the field are used extensively by parents and children. Equally, parents and children attending the Primary School which has a catchment area including Yarcombe Parish, use the field and Play Area.



# ZD. All Saints Drainage

## East Devon District Council and Devon County Council Parishes Together Fund Application Form 2015 / 2016

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

Please submit joint applications between Parish/ Town Councils.

Please read the guidance notes thoroughly before completing the application form.

IMPORTANT- If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

### Section A - Your contact details

Q1 Name(s) of Town and Parish Council(s) involved in submitting this application:

All Saints Parish Council  
Chardstock Parish Council

Please nominate one lead person at one of the Parish or Town Councils involved and fill in their details below. This person will receive all communications about the funding and their Parish or Town Council will receive and be responsible for any funding received on behalf of all involved.

Q2 Main contacts name, Town or Parish Council they represent, and address (including postcode):

PAUL HAYWARD (SILVER) CLERK OF ALL SAINTS PC  
10 PLUMTREE, OLD NORTH STREET, AXMINSTER, EX13 5QF

Q3 Main contacts phone number:

01297 639266 / 07711 92 92 27

Q4 Main contacts e-mail:

aspc.clerk@gmail.com

### Section B - About your project

Q5 What is your project?

TO undertake joint ditches and drainage Parish maintenance work as recently authorized by DEC. (Confirmation via Cllr. J. HART / A. MOURDINE)

Q6 Why do you want to carry out this project, why is it wanted and what difference will it make?

As the provision of such works is limited by DEC, both Parish Councils have voted to take on these duties as part of their Parish responsibilities.

Q7 How do you know this is needed? Who and how have you consulted?

Both Councils have a nominated Maintenance Committee.

ASPC - Cllr A. Nixon

CPC - Cllr. P. Spearing.

Both have toured their respective Parishes and consulted with Parishioners / DEC and other Councilors.

Q8 When do you intend to start work on this project and how long is work likely to take?

Work will commence as soon as funding available and will carry on as necessary v.f.a.

Section C - Project costs and match funding

Q9 What is the total cost of your project, and how have you arrived at that cost e.g. please detail and include any quotes you have received for the project?

All Saints Parish Council has allowed a budgeted figure of £2500 towards overall Parish Maintenance in 2016/17. All monies received via TAP as per new DCC guidelines will be used for drainage / ditch works.

Q10 Funding from other sources

Total grant you are requesting from the Parishes Together Fund (please state name of each Town or Parish Council and how much they are each applying for from their own fund below): .....

£ 1183.10

All Saints Parish Council £473.00  
 Churchstock " ~~£210.10~~ £699.10  
 £749.10  
 (£700.10 less £50 for B Sharp)

Town or Parish Councils contributions: .....

£ 2500 +

ASPC / Churchstock PC

Other match funding (please give more details below and state whether confirmed): .....

—

N/A.

Total cost of project: .....

ongoing.

Shortfall (please specify below how this shortfall will be met): .....

Both our respective Parish Councils seek to spend our full TAP allocation on this permitted cost centre - DCC

Section D - Checklist

Please check you have completed all of the information above.

You may also wish to include:

- Quotes for project costs
- Details of offers/ grants from any other funder/ organisation
- Photographs, specifications and drawings
- Extracts from your Parish Plan(s)
- Evidence of consultation e.g. letters of support

} none required as blanket funding for works as authorised by DCC

Both councils have resolved at a meeting of their respective councils to apply for this funding -

→ arrangement.




Before signing, please read

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application
- Funding for projects of over £4,000 will only be paid upon receipt of valid invoices/ receipts. Any unspent monies for projects of under £4,000 will be returned to EDDC promptly.
- That we will provide East Devon District Council with a statement of how the funding has benefited the community

Q11 Signature of applicant (or type name and this will be counted as a signature):

 PAUL HAYWARD (Sitch)  
Chair to All Saints Parish Council

Q12 Date:

10/FEB/2016.

The closing dates for applications will be on 10 July 2015, 6 November 2015 and 12 February 2016.

At this stage Devon County Council have only been able to confirm their funding of this scheme for this year only.

Please send completed forms and accompanying information to:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Station Road, Sidmouth, EX10 8HL

E-mail: [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)

## **All Saints drainage extra information**

**Think about what will happen if your scheme is a success, how will you keep it going?  
Or is it a one-off in depth project that then won't need to be done again for a while?**

If it is a success, two options are open to the two parish councils:

- 1) Wait and see whether any future TAP funding is accessible "solo" for similar drainage / ditch projects, or
- 2) Use respective parish (precepted) funds to continue the joint venture if demonstrable benefit has been gained by both parishes as a result of the first joint project.

**What will the work entail? What will the funding be spent on specifically?**

The work will entail finding, commissioning and hiring a mutually agreed contractor to assess, clear and improve any drainage and ditches in the cross parish area which are not the fiscal responsibility of DCC and which can be maintained under current legislation and waste management regulations. (DCC to advise )

# All Saints Parish Council

Chairman:  
Allstair Forbes  
All Saints House  
All Saints, Axminster  
01297 32183

Clerk:  
Paul Hayward  
Plumtree  
Old North St.  
Axminster  
07934 430413

Jamie Buckley  
Engagement / Funding Officer  
EDDC  
Knowle, Station Road  
SIDMOUTH  
EX10 8HL

10<sup>th</sup> February 2016

Dear Jamie

Thank you for your recent emails.

Please find enclosed the joint TAP Fund application from All Saints and Chardstock Parish Councils, which I have been nominated to lead.

As previously discussed, and already outlined by Cllr Moulding, both of the respective councils have formally resolved at council meetings to apply for funding to assist towards drainage and ditch parish maintenance as recently authorised by DCC / Cllr John Hart.

All Saints PC wishes to use its full funding allocation of £473 and Chardstock, having allocated £50 to the B Sharp project in conjunction with Axminster Town Council, wishes to allocate the remainder of ~~£710.10~~, thus making a combined application for funding of £1183.10 which can then be spent in co-operation between the two parishes, especially where the boundaries of the two parishes adjoin and thus there is some synergy to be established in terms of maintenance. The two parish councils may also wish to avail themselves of the benefits of Economy of Scale by using a single contractor; this will be decided once funding is confirmed.

Thank you for your ongoing assistance in this matter. I have sent this letter by Special delivery to ensure it reaches you by the deadline of 12<sup>th</sup> February 2016.

My very best wishes. Please do not hesitate to contact me via [aspc.clerk@gmail.com](mailto:aspc.clerk@gmail.com) should you require any further information / clarification of the application.



Paul Hayward SILCM  
Clerk to All Saints Parish Council

Encl: