



Peverell

MINUTES OF THE MAY 2014 **PARISH COUNCIL MEETING**

13.05.14

Summonses to the 2014 Annual Parish Meeting and to the 2014/15 Annual Meeting of Sampford Peverell Parish Council to be held on Tuesday 13 May 2014 in the Memorial Hall, Lower Town, Sampford Peverell, starting at 7.00 pm, were distributed with the agenda and supporting papers to all Members on 7 May 2014.

Agenda

As distributed, but with additional planning matters (12/01387/MFUL and 13/00566/FULL).

2014 Annual Parish Meeting

2014/15/001

The Chairman, Cllr David Sweatman, opened the meeting at 7.00 pm and welcomed Cllr Ray Radford (DCC) and Cllr Mel Lucas (MDDC) also members of the Parish Council. He also welcomed five parishioners, Mr David Disney, Mr Ian Adlington, Mr Simon Bartlett, Mr Phillip Worsfold and Mr Christopher Rowley.

2014/15/002

Apologies: Cllr M Farley, also PCSO Jonathan Sims (Community Police Officer).

Parish Councillors present:

Cllr D Sweatman, Chairman:

Cllr C Port, Vice-Chairman:

Cllrs H Culpin, D Cutts, C Holland, C Mason and C Passey.

2014/15/003

Minutes of the 2013 Annual Parish Meeting held on 14 May 2013 were read by the Clerk. It was noted that these Minutes had already (on 23 July 2013) been approved by the full Parish Council.

Matters arising - none.

2014/15/004

Chairman's annual report.

Cllr Sweatman began by expressing thanks to the Clerk, to the District and County Members, Cllrs Lucas and Radford, and to the Vice-Chairman, Cllr C Port, for their support throughout the year. He noted that the year had again been free of contentious planning issues. The sports pavilion is now almost complete: Cllr Sweatman explained that because the Parish Council owns the land on which it has been built, grant applications had been made in the name of the Parish Council and that the Clerk had dealt with all financial matters during the construction. It was noted with regret that the construction of a combined surgery and care home would not now go ahead: the site is now on the market for sale. The satisfactory repair of the breach of the Grand Western Canal in time for the bicentenary celebrations was noted. The Higher Town enhancement scheme is now almost complete. Cllr Sweatman spoke of the need to provide a safe route to the station for pedestrians: the Parish Council had made known its interest in retaining the temporary coach park area as part of the pedestrian route.

Cllr Sweatman said that it is with regret that, after 5 years as Chairman, he had decided to stand down, but he would remain on the Parish Council. In conclusion he thanked other Members and the Parishioners for their support throughout this time.

2014/15/005

2013/14 accounts. The Clerk presented a summary income and expenditure account for the financial year to 31 March 2014 and then answered questions. Cllr Cutts queried the absence of Banco Santander dividend payments. The accounts were noted.

2014/15/006

Open Forum/other business for the Annual Parish Meeting:

Mr Adlington asked about the intended use for the sports pavilion. The meeting was reminded that there is to be no application made for a licence for the sale of alcohol.

Mr Worsfold offered his apologies for the recent village litter pick. He also asked about the Local Plan notice pinned to a telegraph post in Whitnage Road. Cllr Lucas explained the process of development



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land allocation for future use and that MDDC's proposals, after initial consultations, would go to the Planning Inspector in August.

Mr Bartlett asked about the Neighbourhood Plan process.

Mr Disney briefly described proposals for development at Junction 27 under the Local Plan process.

2014/15/007

There being no other business, the 2014 Annual Parish Meeting was declared closed at 7.40 pm.

2014/15 Annual Meeting of the Parish Council

2014/15/008

Election of Chairman for 2014/15:

Cllr Sweatman called for nominations. Cllr Passey was proposed by Cllr Sweatman and seconded by Cllr Port. Cllr Passey indicated his willingness to stand. There were no other nominations. All present indicated their support and thus Cllr Passey was unanimously elected as Chairman. He signed a Declaration of Acceptance of Office and took the Chair.

Cllr Passey thanked Cllr Sweatman for his work as Chairman.

Election of Vice-Chairman for 2014/15:

Cllr Passey called for nominations. Cllr Port was proposed by Cllr Cutts and seconded by Cllr Sweatman. Cllr Port indicated his willingness to stand. There were no other nominations. All present indicated their agreement and thus Cllr Port was unanimously elected as Vice-Chairman. He signed a Declaration of Acceptance of Office.

2014/15/009

Open Forum: Mr David Disney spoke further about proposed development at J 27. He was unable to give specific information, but observed that the area had much to offer in terms of employment and housing provision.

2014/15/010

Apologies and Members present: see Minute 2014/15/002.

2014/15/011

Minutes of the meeting of the Parish Council held on 25 March 2014 approved on the proposal of Cllr Sweatman, seconded by Cllr Port, agreed *nem con* and signed by the Chairman.

- Matters arising: none.

- Declarations of Interest: none made.

2014/15/012

Planning matters:

a) applications considered by sub-committee:

i) 14/00328/MFUL: erection of agricultural livestock and storage buildings (2107 sqm of floor space) construction of new vehicle access, slurry handling, storage and treatment system, private weighbridge and spoil grading/bund: land adjacent to Holbrook Interchange, SP. The PC is strongly opposed to this application on the grounds of the impact on the local environment: representation already made to MDDC. Representation will be made to the Planning Committee by the Chairman.

ii) 14/00477/FULL: Miss K Young: erection of single storey extension: 7 Coot Hide, SP.

Supported: noted.

iii) 14/00446/FULL: Mr J Pottinger: change of use of land from agricultural to domestic garden, formation of access track and erection of replacement ancillary building: 14 Turnpike, SP. Supported: noted.

iv) 14/00584/FULL: Mr & Mrs S Brooks: erection of single storey extension following demolition of existing conservatory: 15 Pullet, SP. Supported: noted.

v) 14/00595/TELCOM: prior notification for the removal of the existing 15m mast housing 3 antennae, one 0.6m dish and one 0.3m dish and replacement with a 17.8m mast housing 6 antenna, one 0.6m dish and three 0.3m dishes and replacement of 2 equipment cabinets: land at Higher Boehill Farm, SP. No objection: noted.

b) planning decisions notified:



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- i) 14/00314/FULL: Mr N Hickson: erection of a conservatory: 5 Richmond Close, SP. Permission granted: noted.
- ii) 14/00207/CLP: creation of dormer window, insertion of window and provision of flue: 1 Pullet, SP. Permission granted: noted.
- c) Appeals notified: none.
- d) new applications notified by 5 May 2014: none.
- e) matters notified after 5 May 2014:
- i) 12/01387/MFUL/NMA: Reed Holland Associates Ltd: erection of a residential care home and integrated doctors' surgery: Lower Town, SP. Permission has been granted (as non-material amendments) for the removal of the number of bedrooms from the application description, the doctors' surgery is 'integrated' rather than 'adjoining' and the raising of the finished floor level of the building which will increase the height of the building by 300mm. Noted.
- ii) 13/00566/FULL: Dr C Chesney: erection of a timber building for use as ancillary accommodation: 18 Turnpike, SP. A further non-material amendment has been approved: the building will be on a concrete raft rather than on piers. Noted.
- iii) Lower Town. The Department of Transport has advised that flood prevention works at 25 Lower Town will necessitate the stopping up of part of the footway adjoining the northern face of this property. Noted.
- f) enforcement matters: none.
- g) Tiverton Eastern Urban Extension: update given by the Clerk
- h) Planning correspondence: none.

2014/15/013

Report from the Community Police Officer: no report received from PCSO Sims. The Chairman stated that PCSO Sims has started on the speed checks on Whitnag Road. More checks are to be done by him. Cllr Sweatman feels that the best method of control would be to use the bridge as a traffic calming measure, with priority for uphill traffic. It is also his view that the Saturday parking problems can only be effectively solved by double yellow lines.

NHW: Cllr Passey reported that he has spoken to Brain Pincham who has confirmed that he is happy to continue in the role of coordinator. Suggested that we need to request reports for the PC meetings.

Community Speed Watch: recent session in Lower Town: no evidence of speeding vehicles.

2014/15/014

Reports from County and District Councillors: Cllr Radford's general report included reference the recent extraordinary meeting of the County Council to consider libraries (50 reduced to 28) and care homes (closure). He feels that the County is gradually gaining on the pot-holes situation and supports the proposal of SPPC to leave the temporary coach park in Station Road in place.

Cllr Lucas, again making general comments, spoke of further cuts in the support grant from central government. Although a balanced budget had been produced for 2014/15 without cuts in local services, in 2015/16 there will be changes, eg in waste collection. Cllr Lucas confirmed that he will speak at Planning Committee to represent the views of SPPC on the Holbrook development.

2014/15/015

TAP Fund: the Clerk confirmed that payments from the 2013/14 fund had been made as follows:

- £500.00 to the Friends of the Grand Western Canal (via David Slack) for signage works;
- £400.00 to Sampford Peverell & District Sustainable Villages Group (via Christine Mason) for bee keeping equipment;
- £500.00 to Sampford Peverell Society (via Colin Passey) in support of the Navvies' Fair.

2014/15/016

The Sampford Lands Charity: the term of office of Parish Council-elected Trustee, Mr Gordon Conn, expires in 2014. He wishes to continue as a Trustee and the PC is invited to support his re-appointment.



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On the proposal of Cllr Holland, seconded by Cllr Mason and agreed *nem con*, Mr Conn's re-appointment is supported.

2014/15/017

Highways and other village matters:

a) the spring litter pick has taken place with about 20 volunteers. Relatively small amounts of litter were found. The Merriemeade has been thanked for providing tea and coffee at the end of the morning. The Chairman reported that a call for litter wardens in "Parish News" to look after the outlying roads had produced no immediate response, but two people had since offered to keep the slip roads to the NDLR clear, but MDDC has stated that this work must, for insurance reasons, be done by DCC staff. The Lower Town car park had been swept by MDDC staff earlier in the day (13 May) but parked vehicles prevented a thorough job being done.

b) Higher Town enhancement: outstanding work....'cycle rack installation and noticed board to be sourced.

c) Dog bins: Lorraine Durrant (MDDC) is investigating if and how the bins can be locked.

d) Pedestrian pathway in Station Road: the Chairman has now written a letter to the owner of the field that had been used for the temporary coach park, Graeme Cottrell, confirming the interest of SPPC in retaining the footway through this area, setting out the reasons for concern in terms of safety for pedestrians, especially in hours of darkness. It is known that DCC is interested in retaining the coach park for use when there are problems on the railway because of the congested nature of the area adjacent to St David's Station.

2014/15/018

Annual walk of Parish footpaths, 2014: nothing has yet been organised: Cllr Sweatman will work with Cllr Passey.

[Cllr Radford left the meeting at 9.00 pm]

2014/15/019

Finance:

a) Statement of Accounts: as at 11 May 2014 balances were as follows...

Business Reserve account: £3,946.20

Current account: £13,561.46 (which includes the 2014/15 precept of £7,900.00, also £1,508.88 held in the name of the Parish Plan Group and £679.41 belonging to the Sports Pavilion Fund).

Accepted on the proposal of Cllr Sweatman, seconded by Cllr Culpin and agreed *nem con*.

b) Authority to pay accounts rendered:

i) M J Aspray: Clerk's salary for April 2014: £283.00.

ii) M J Aspray: Clerk's salary for May 2014: £283.00.

iii) M J Aspray: Clerk's expenses to 11 May 2014 as presented to the meeting: £36.00.

iv) Sampford Peverell Magazine Fund: agreed donation for 2014/15: £200.00.

v) Aon Ltd : annual insurance premium due 1 June 2014: £553.83.

vi) Sampford Peverell Village Hall & Recreation Ground Charity: agreed grant for 2014/15: £1,500.00.

vii) Sampford Peverell Society: grant re navvies' fair (as budgeted for 2014/15 in support of the Canal Bicentenary Celebrations): £500.00

viii) Sampford Peverell Society: TAP Fund grant re navvies' fair: £500.00.

Eight cheques issued on the proposal of Cllr Sweatman, seconded by Cllr Port and agreed *nem con*.

c) Approval of accounts for 2013/14: the accounts statement was accepted on the proposal of Cllr Holland, seconded by Cllr Sweatman, agreed *nem con* and signed by the Chairman and by the RFO.

d) The arrangements for the internal audit and the appointment of Mr Steve Wright as Internal Auditor were approved on the proposal of Cllr Port, seconded by Cllr Mason and agreed *nem con*.



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e) External audit: approval of the statement of account and of the annual governance statement for 2013/14 (pages 2&3 of the Annual Return): proposed by Cllr Holland, seconded by Cllr Sweatman and agreed *nem con*.

Both sections of the Annual Return were signed by the Chairman and by the Clerk/RFO.

f) Bank mandate: the Clerk stated that changes to the authorised signatories for the PC's bank accounts would need to be made early in the new financial year.

2014/15/020

Appointment of Members to Committees of the Parish Council for 2014/15: it was unanimously agreed that membership of the Planning Committee and of the Finance Committee will continue to include all Members.

Membership of the Pavilion Committee to be Cllrs Passey, Sweatman and Port by unanimous agreement.

The TAP Fund Committee was not considered.

Other Committees will be set up as required.

2014/15/021

Appointment for 2014/15 of Parish Council representatives:

It was unanimously agreed that the following Members would continue to act as Parish Council representatives:

- Village Hall & Recreation Ground Charity Committee: Cllr C Port.
- Canal Advisory Committee: Cllr D Cutts.
- Sampford Peverell Society: Cllr H Culpin
- Sampford Peverell & District Twinning Association: Cllr M Farley (provisional).
- Tree Wardens: Cllr C Port.

2014/15/022

Appointments for 2014/15:

- Publicity Officers of the PC (Cllr Passey and the Clerk) by unanimous agreement.
- Responsible Finance Officer (RFO) of the PC (the Clerk, by unanimous agreement of the Members).

2014/15/023

Reports by Parish Council representatives:

a) VH & RG Charity Committee: Cllr Port reported on the AGM held on 9 May. Elections of Officers: Chairman (Dr Chesney) and Vice-Chairman (Cllr Port) remain. Treasurer Piers Makin and Secretary Cindy Walker confirmed. Trustees unchanged. 120 new chairs and trolleys to be purchased (£4,000) from the 200-Club proceeds. A change of energy supplier (gas and electricity) will save up to £670 pa. Short mat bowls to go ahead: funding for equipment to be sought.

b) Canal Advisory Committee: Cllr Cutts spoke of final preparations for the Bicentenary event including the navvies' fair.

c) Sampford Peverell Society: Cllr Culpin's report included the work with the local branch of The Royal British Legion collecting the names of casualties in WW1, the forthcoming navvies' fair and the transcription of Uplowman Parish records.

d) SP & District Twinning Association: the Clerk reminded Members that the Twinning weekend will be Friday 18 to Tuesday 22 July 2014 with the French visitors due to arrive in the village at about 6.00 pm on 18 July. The Parish Council is expected to provide a welcome reception. The help of Members to set up and to clear the Hall afterwards is requested.

e) Tree Wardens: Cllr Port mentioned his concern about three trees that lean over the stone wall opposite the Hazelton residence in Turnpike. Action by the owner of the land may be required in the future.



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2014/15/024

Parish Plan review: nothing to report.

2014/15/025

Correspondence:

- a) EU Elections: relevant notices have been displayed on the Memorial Hall notice board at the request of the MDDC Electoral Registration office: noted.
- b) Play area survey (on behalf of MDDC): a subcommittee will meet to prepare a response. Cllrs Passey, Port and Holland to meet (at Cllr Port's home) on 14 May at 6.00 pm.
- c) Andy Busby, MDDC: request to attend a meeting to discuss further the maintenance of the public conveniences in the Recreation Ground. Noted: Clerk to respond.
- d) DCC temporary traffic notice re Goldmoor Cross to Butteridge Cross noted.
- e) email from Simon Bartlett re grant aid for rural communities through the office of the Crime Commissioner: Cllr Passey to investigate.
- f) MDDC Chairman wishes to visit the PC: to be discussed at a later meeting.

2014/15/026

Next bi-monthly business meeting: to be on Tuesday 22 July 2014 at 7.00 pm in the Committee Room of the Memorial Hall subject to confirmation: agenda items deadline - Friday 11 July 2014. The dates for other meetings for 2014/15 to be as listed on the agenda, subject to booking.

There being no other business, the meeting was closed at 10.30 pm.