

28.07.15

Summonses to a bimonthly business meeting of Sampford Peverell Parish Council to be held on Tuesday 28 July 2015 in the Committee Room of the Memorial Hall, Lower Town, Sampford Peverell, starting at 7.00 pm, were distributed with the agenda to all Members on 19 July 2015.

Agenda: as distributed, but with additional planning matters 15/01034/MFUL, 13/01255/FULL/NMA and 15/00861/FULL. Also two additional payments (Grant Thornton and MDDC).

2015/16/034

In the absence of Cllrs C Passey and D Cutts, and with the agreement of all Members present, Cllr David Sweatman took the Chair and opened the meeting at 7.00 pm, welcoming all present.

2015/16/035

Open Forum: there being no members of the public present, the Open Forum was not held.

2015/16/036

Apologies: Cllrs C Passey and D Cutts

Parish Councillors present:

Cllr D Sweatman in the Chair

Cllrs H Culpin, C Mason, C Holland and I Adlington

2015/16/037

Vacant seats on the Parish Council: Lynda Taylor and Martin Stott both agreed to accept co-option onto Sampford Peverell Parish Council. They each signed Declarations of Acceptance of Office and were handed notes on the Code of Conduct and, for their completion, forms for their Declaration of Registerable Interests. They were welcomed as Members of the Parish Council. It was noted that the Parish Council now has its full complement of nine Members.

2015/16/038

Minutes of the 2015 Annual Parish Meeting and of the 2015/16 Annual Meeting of the Parish Council held on 12 May 2015 and continued on 2 June 2015. It was noted that the erection of gate posts at the Station Road triangle would be by John Hewitt (not Graeme Cottrell as minuted) (reference Minute 2015/16/033 c)). The amended Minutes were approved on the proposal of Cllr Culpin, seconded by Cllr Holland, agreed *nem con* and signed by the Chairman.

A copy of the amended Minutes will be sent in pdf format to Cllr Culpin for posting on the website.

[Cllr Heather Bainbridge (MDDC) joined the meeting at 7.10 pm]

- Matters arising from these Minutes (other than items to follow):

- The "Old Cattle Shed": it was noted that the works on the new vehicular entrance to the site had been completed.

[Cllr Christine Collis (MDDC) and Cllr Ray Radford joined the meeting at 7.12 pm with apologies for lateness]

- Sampford Lands Charity: Parish Council appointed Trustees. Members unanimously agreed the appointment of Mrs Henrietta Hirst and Mrs Pauline Harding for 3 year terms, and the re-appointment of Mrs Linda Turner for a further 3 year term (2015 to 2018).

- Insurance: the Clerk confirmed payment of the premium due on 1 June and thanked Cllr Adlington for assessing the new policy with Zurich Municipal.

- Footpaths: following the problems with three dropped gates on the path from the Village Hall to Chains Road reported by Mrs J Baker in June, Cllr Sweatman has identified the occupier of the adjacent fields for two of the gates (Graeme Cottrell) and is trying to track down the relevant farmer for the third. It is not known if repairs have been carried out.

- School visit: Cllr Passey has visited the School: his report has been circulated.

- Declarations of Interests made by Members at the above Meetings: none.

2015/16/039

Planning matters

(a) applications considered by sub-committee:

(i) 15/00754/CAT: notification of intention to fell 1 silver birch tree within a Conservation Area: Bywater, Higher Cross Meadow, SP. No comments made: noted.

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2015/16/039 a) continued.....

(ii) 15/00861/FULL: conversion of outbuilding for use as annexe to existing dwelling: 8 Turnpike, SP. No objections: noted.

(iii) 15/00954/FULL: Mr & Mrs P Churchill: change of use of land and building from agricultural to equestrian and formation of outdoor school: 1 Middle Pitt Cottages, Whitnag. No objections: noted.

(iv) 15/00928/FULL: erection of an agricultural livestock and storage building: Butteridge Farm, Westleigh. No objections: noted.

(v) 15/01016/FULL: erection of first floor extension and alterations to existing ground floor extension: 8 Boobery, SP. No objections: noted.

(vi) 15/01037/FULL: erection of four dwellings with garages and alterations to access: land west of Pullet, SP. Serious objections (adverse effect on amenity of neighbouring properties, various highways issues, waste/recycling collection facilities, drainage, impact upon the Conservation Area and bat/bird populations and failure to address housing needs in the village): not supported: request to call in to Committee: noted.

(vii) 15/01063/CLU: Certificate of Lawfulness for the existing use of land for the siting of one residential caravan and associated garden for a period in excess of 10 years: Mobile Home, Hazel Croft, Whitnag. No relevant information available: noted.

(viii) 15/00983/FULL: erection of a 250 kW wind turbine with maximum blade tip height of 45m, hub height of 30m, and associated infrastructure including turbine foundation and cabling: Knowle Chicken Farm, Westleigh. Not supported (visual impact on nearby properties: concerns about proposed route for construction traffic (no response from DCC to specific enquiry)): noted.

(ix) 15/01108/MFUL: installation of a ground-mounted photovoltaic solar farm to generate up to 6MW of power (site area 11ha) with associated infrastructure including inverter cabins, sub-station buildings, access tracks, fencing and CCTV (revised scheme): Wiseburrow Farm, Burlescombe. No comments offered: noted.

(b) decisions notified by MDDC:

(i) 15/00460/FULL: erection of an agricultural livestock building: Great Landside, Westleigh. Permission granted: noted.

(ii) 15/00448/FULL: Mr M Johnson: erection of a dwelling: land adj Jersey Cottage, SP. Permission refused: noted.

(iii) 15/00487/PNHH: Mr C Smith: prior notification for the erection of a conservatory: 19 The Brendons, SP. Accepted: noted.

(iv) 15/00863/CAT: 5 day notification to remove one dead tree within the Conservation Area: 4 Boobery, SP. Noted.

(v) 15/00521/CAT: SPPC: notification of intention to fell 1 white beam and 1 silver birch tree and carry out works to 5 silver birch and 1 sweet chestnut tree: Recreation Ground, Lower Town, SP. Proposed works on three silver birch trees now subject of a TPO not permitted: no objection to remaining works (2 year time limit): noted.

(vi) 15/00507/MFUL: First Great Western: new surface car park and associated lighting: Station Road, SP. Permission granted with conditions: noted.

(vii) 15/00333/FULL: Mr J Curtiss: erection of two storey extension with porch/utility and garage: 53 Boobery, SP. Permission granted: noted.

(viii) 15/00754/CAT (see above). No objection: noted.

(ix) 15/00352/FULL: Mr & Mrs J Perry: conversion of redundant barn to residential dwelling (revised scheme): adj Goldsmoor House, Westleigh. Permission granted with conditions: noted.

(x) 15/00005/TPO: Recreation Ground, SP. This Order relates to a group of three silver birch trees in the SW corner of the recreation ground (see also 15/00521/CAT above). Notification that the Planning Committee will consider ratifying the Order on 29 July 2015. A letter of objection has been sent on behalf of SPPC. Cllr Bainbridge spoke in support of the TPO.

(c) Appeals notified: none.

(d) new applications (to 19 July 2015): none.

(e) matters notified after 19 July 2015:

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2015/16/039 e) continued.....

(i) 15/01034/MFUL: erection of a 500kW anaerobic digester and associated works with four silage clamps (revised scheme to include a change in orientation of the layout and installation of two driers): Red Linhay, Crown Hill, Halberton. The PC had made no response to the original application and on the proposal of Cllr Holland, seconded by Cllr Mason, it was unanimously agreed to make no representation on this occasion.

(ii) 13/01255/FULL/NMA: non-material amendment to add 2 windows to the north elevation first floor and to re-paint the dwelling in a cream ochre lime wash. Granted: noted.

(iii) 15/00861/FULL (see above). Permission granted with conditions: noted.

(f) enforcement matters: none.

(g) other planning matters and correspondence:

(i) planning training: Cllr Culpin attended a training session on 9 July. Useful information. Awaiting copies of slides.

(ii) planning application procedure: Cllr Passey has suggested a scheme to be followed now that most applications are sent electronically. Individual Members will study applications on their own equipment, then send their opinion to him. He will convene a meeting if considered necessary.

(iii) holiday lets: the Clerk explained to Members that during the hand-delivery of the Housing Needs Survey forms to each household in the village a number of dwellings that were not expected to be occupied did appear to the Member involved to be so. Enquiries with MDDC revealed that all were subject to Council Tax payments, further suggesting that these so-called holiday lodges were not being used as holiday lets. The Enforcement Officer was asked to investigate. It is understood that the occupiers of Moorend Lodge are to seek removal of the holiday let condition. The situation at another similar property is still under investigation.

2015/16/040

Report from the Community Police Officer: PCSO Sims was not present and no report had been received.

Raddon Hills Group. Members had received a report from Cllr Passey who had attended a meeting at Cullompton Police Station on 6 July. This was called to discuss joint working by Parish and Town Councils in the Culm Valley in the light of the successful launch of the Raddon Hills group of Local Councils. Cllr Passey believes there may well be some merit in such a group if member councils have interests in common. He seeks the views of Members. After a brief discussion it was resolved on the proposal of Cllr Mason, seconded by Cllr Holland, and agreed *nem con* that support should be given to the convening of a further meeting.

2015/16/041

Reports from County and District Councillors:

Cllr Radford (DCC) had nothing to report. Asked about footpath maintenance he spoke of the PP3 scheme and recommended contact with Stuart Howell for details. Cllr Radford was also asked about the complaint made by a parishioner at the APM which had been referred to him by e-mail by the Clerk. It concerned the alleged obstruction of visibility by vegetation on approaching the J27 roundabout from the NDLR. Cllr Radford has asked Willy Pike to investigate, but the meeting felt that the vegetation in question is serving a useful purpose in making traffic slow as it joins the roundabout. Cllr Sweatman urged support for the installation of footway lighting and a low speed limit for Station Road. He was asked to put this in writing to Cllr Radford.

Cllr Bainbridge (MDDC) was thanked for her assistance in the speedy repair of the damaged dog bin in the picnic area. Members felt that an additional dog bin at Battens Bridge would be of benefit.

Cllr Bainbridge said that the new waste collection arrangements were now working well after initial teething problems and adverse press comment.

2015/16/042

Reports from Parish Council Working Groups (WGs):

(a) Community Safety WG: Cllr Sweatman is receiving regular updates from the NHW co-ordinator, especially information/advice on scams. This will be placed on the PC website by Cllr Culpin.

Cllr Sweatman is expecting PCSO Sims to contact him regarding the CSW equipment that has been taken away and regarding the renewal of out-of-date ID's.

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2015/16/042 continued.....

(b) Environment WG:

- Station Road triangle: work in progress. Awaiting erection of gate and posts.
- Tree works in the Recreation Ground: see planning. The permitted works will be carried out in the coming dormant season and will require a new quotation from Four Seasons.
- Autumn litter pick: Saturday 10 October 2015 suggested as a possible date. To be confirmed by the Chairman and advertised in October's "Parish News" as appropriate. The purchase of equipment for use within the Parish by volunteers between the 6-monthly litter picks is to be investigated by Cllr Holland. Cllr Sweatman has a brochure of such equipment. It was thought best for the School to be encouraged to keep their area in the village clear of litter on an on-going basis.

(c) Publicity WG: a booking of the Memorial Hall for the proposed social event has been made for Saturday afternoon, 16 April 2016. Cllr Passey is to send a letter to village groups to gauge interest in this event.

(d) Parish Plan/Funding WG:

Several expressions of interest/applications for funding from the 2015/16 TAP Fund have already been made. Zoe Lentell (MDDC) has stated (21 July) that no claims have yet been received for Sampford Peverell's allocation of £1,181.40 for 2015/16 (it was believed that the Village Hall Charity would claim the whole allocation). Enquiries received so far:

Tina Orchard: football kit for under 14s Culm/Sampford football team in partnership with Uffculme PC. Total cost about £450.

Dion Howells (Tiverton Police): Police boat for Police cadets' use on the Canal: funding for various items of equipment sought.

Lucy Cole: seeks funding for a Willand School PTFA project and wishes to attend a PC meeting to discuss.

2015/16/043

Other highways and village matters:

a) Housing Needs survey: Cllrs Passey, Culpin and Mason had met to consider the draft report. They agreed that it reflected what is known of housing needs in the village and as such would be a useful tool for influencing planning decisions. They had recommended that the draft report be adopted. On the proposal of Cllr Culpin, seconded by Cllr Adlington and carried *nem con*, the report is approved. Janice Alexander (Devon Communities Together) will be invited to the 6 October meeting to give guidance on how it can be used to assist affordable housing provision.

b) Amenity car park: correspondence from Andrew Jarrett (Head of Finance, MDDC) seeks offer to take over or contribute towards the future maintenance of the facility. Little has been spent in the last five years: the Kellands site developer agreed to re-surface and re-line the car park on completion of the adjacent works, but it is estimated that over the next 5 years some £12 to 13k will be needed for minor repairs and renovation to the lining.

The meeting decided to set up a sub-committee comprising Cllrs Sweatman, Passey, Mason, Adlington and Holland to consider the options available.

The drainage problem on the footpath linking the car park with Lower Town is likely soon to be dealt with by MDDC. Agreed that the proposed bulb planting must wait for this work to be done and for the future of the car park to be determined.

[Cllrs Radford and Collis left the meeting at 8.50 pm]

c) Play area improvement: Suggestions have been made outside the PC that parents in the village should explore the possibility of fund-raising. Cllr Culpin said that the approval of the PC and of the Village Hall Charity Committee is sought. Cllr Holland, seconded by Cllr Taylor, proposed that the PC's support be given. Unanimously agreed. Cllrs Taylor and Culpin agreed to liaise on seeking quotations.

2015/16/044

Finance:

a) Statement of Accounts: as at 19 July 2015 balances were as follows...

Business Reserve account: £3,948.82

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2015/16/044 a) continued.....

Current account: £10,741.04 (which includes £1,191.39 held in the name of the Parish Plan Group and £nil belonging to the Sports Pavilion Fund). Agreed on the proposal of Cllr Mason, seconded by Cllr Culpin and agreed *nem con*. Noted that the 2014/15 TAP Fund allocation of £1,220.00 has been received from MDDC (on 1 May 2015) and two grants (Play area enhancement £670.00 to the Village Hall Charity and Cricket Club equipment £550.00 to F Harding) had been paid.

b) Authority to pay accounts rendered:

- i) M J Aspray: Clerk's salary for June 2015: £283.00.
- ii) M J Aspray: Clerk's salary for July 2015: £283.00.
- iii) M J Aspray: Clerk's expenses: details as presented for period 3/5/15 to 19/7/15 incl:  
£48.44.
- iv) M J Aspray: refund of cost of wine purchased as gift to Internal Auditor as per presented receipt: £31.94.
- v) MDDC: agreed contribution re maintenance of public conveniences: £500.00.
- vi) Sampford Peverell Methodist Church: grant re closed church yard maintenance 2015/16:  
£60.00.
- vii) Sampford Peverell Parochial Church Council: grant re closed church yard maintenance  
2015/16: £350.00.
- viii) Grant Thornton UK LLP: external audit fee 2014/15: £120.00.
- ix) MDDC: election expenses (May 2015): £147.35.

Nine cheques issued on the proposal of Cllr Holland, seconded by Cllr Mason and agreed *nem con*.

c) Grant Thornton has completed the external audit of the 2014/15 accounts with comments regarding the timing of the Internal Auditor's report which the Clerk reported as "incomprehensible" and apparently criticising the application of instructions given last year regarding the treatment of the precept received in the annual summary.

2015/16/045

Reports by Parish Council representatives:

- a) Village Hall and Recreation Ground Charity: Cllr Adlington had attended the 30 June meeting and circulated his report on 28 July to all Members.
- b) Canal Advisory Committee: Cllr Cutts had circulated his report on 10 July ahead of his holiday. It made reference to Mark Baker's proposal to create an improved access ramp at Battens Bridge. Details of these works had already be sent to Members and were discussed and supported at a planning meeting and the response reported to Mark Baker by Cllr Cutts on 19 June.
- c) Sampford Peverell Society: Cllr Culpin's report had already been circulated. It included meeting notes of the 5 June quarterly meeting and news of the publication of the Society's new book "Schools of Sampford Peverell".
- d) Sampford Peverell & District Twinning Association: Cllr Culpin had circulated the draft minutes of the 5 July meeting.  
Cllr Taylor agreed to take on the role as Parish Council representative.
- e) Tree Wardens: Cllr Mason had nothing to report, but Peter Bowers had advised that the Wardens would be working on 21 July to cut back brambles on the triangle of land opposite the School. Cllr Passey asked that his thanks be expressed to the Tree Wardens. The work had been undertaken following a comment from a parishioner.

2015/16/046

Correspondence:

- i) DCC, Cllr Radford and SWH: notice re road closure (Higher Town re-surfacing). Works already started.

Other items already circulated by e-mail or by hand.

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2015/16/047

Any other matters by leave of the Chairman:

Cllr Mason reported that work to repair the road surface adjacent to the manhole cover on Lower Town opposite her home had still not been done, but a contractor had been to examine the site.

2015/16/048

Next meeting:

The next meeting of the Parish Council will be on Tuesday 6 October 2015 at 7.00 pm in the Committee Room of the Memorial Hall. Agenda items deadline: 25 September 2015.

The meeting was closed at 9.10 pm.