

27.11.18

Summonses to the bi-monthly business Meeting of Sampford Peverell Parish Council to be held on Tuesday 27 November 2018 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 by e-mail on 20 November 2018.

Agenda

As distributed (but see additional and revised payments.....see 2018/19/053 (c)).

2018/19/047

The Chairman, Cllr David Cutts, opened the meeting at 7.00 pm and welcomed the Members present.

2018/19/048

Parishioners' Open Forum: no members of the public were present.

2018/19/049

Co-option of two Members: Professor Tim Burt and Mr Angus Mackenzie, having agreed to be co-opted as Members of the Parish Council, were introduced to other Members by the Chairman. They both signed Declarations of Acceptance of Office, witnessed by Cllr Holland and the Declarations retained by the Clerk. Cllr Burt's completed Declaration of Registerable Interests was also retained by the Clerk (to be taken to MDDC): Cllr Mackenzie will complete his Declaration and send to MDDC.

2018/19/050

Apologies: none received.

Parish Councillors present:

Cllr D Cutts, Chairman:

Cllr C Holland, Vice-Chairman:

Cllrs I Adlington, T Burt, H Culpin, J Disney, A Mackenzie, B O'Connell and L Taylor.

No County or District Councillors were present. Mr M Lucas joined the meeting at 7.10 pm.

2018/19/051

Minutes of the Meeting of the Parish Council held on 24 July 2018 were unanimously approved as a true record and signed by the Chairman.

- Matters arising: (a) Station Road car park lighting: Cllr Disney is waiting for contact by the railway company regarding the lights being left on overnight.

(b) Lands Charity: Cllr Cutts will check for a letter from the Charity regarding his appointment as a Trustee.

- Declarations of Interest: D18/19/002: Cllr Cutts declared a personal interest at the 24 July 2018 meeting in the matter regarding a donation to Sampford Peverell Tennis Club, taking no part in the discussion and vote. The Clerk's record was agreed by those present at the meeting and signed by the Vice-Chairman.

2018/19/052

Planning matters: applications considered by sub-committee/planning decisions notified by MDDC/Appeals notified/new applications and matters notified after 20 November 2018 and enforcement matters: see attached spreadsheet (Planning Applications - July to November 2018).

The meeting decided to make no comment regarding the minor amendment presented as 18/01903/HOUSE. The new date for the Committee hearing on 17/01359/MOUT was noted to be 6 February 2019.

The Clerk advised the meeting that 18/01474/FULL had been approved by MDDC. Also, that notification of 18/01637/NMA (garage at 12A Boobery) had been received.

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2018/19/053

Finance:

a) Payments made since last meeting (24.7.18) as listed under item 6(a) on the meeting agenda.....

001412	30.7.18	£ 8.50*	SPVH Charity: Hall hire (CLT meeting)
001413	30.7.18	49.35	H Culpin: refund re shelf materials (telephone kiosk)
001414	30.7.18	42.83	H Culpin: refund re rivet clips (telephone kiosk)
001415	30.7.18	50.00	Love Musgrove: donation re MRI Scanner Appeal
001416	13.8.18	38.25	SPVH Charity: Hall hire for Twinning Reception
001417	13.8.18	63.71	L Taylor: refund re provisions purchase (Twinning Reception)
001418	13.8.18	100.00	SP & District Twinning Association: grant re Dinner
001419	3.9.18	21.43	H Culpin: refund re shelving accessories (telephone kiosk)
001420	17.9.18	35.96**	Alix Hunt: refund re hosting and domain renewal charges
001421	17.9.18	566.00	M J Aspray: Clerk's salary 8 & 9/18
001422	24.9.18	360.00	PKF Littlejohn LLP: 2017/18 external audit fee
001423	10.10.18	388.57**	B O'Connell: Invoice July - Sept 2018
001424	10.10.18	1,637.30	J V Lee Electrical Ltd: invoice 2300-18
001425	10.10.18	350.00	SPPCC: grant 2018/19
001426	10.10.18	70.00	SP Methodist Church: grant 2018/19
001427	26.10.18	727.12	SPVH Charity: grant 2018/19 part 1
001428	8.11.18	50.00	The Royal British Legion: donation re Poppy Appeal 2018
001429	8.11.18	67.00*	The Financial Conduct Authority: CLT annual fee 2018/19
001430	8.11.18	1,250.83	MDDC: grass cutting costs 2018/19
001431	8.11.18	860.00	Viridor Waste Management Ltd: 3 rd -party contribution (part)

* CLT expenses taken from Parish Plan Fund

** Play Park expenses taken from Play Park Appeal Fund

Twenty payments already made as above.....noted.

b) Statement of Accounts: as at 13 November 2018 balances were as follows...

Business Reserve account: £3,954.68 (sheet 113)

Current account: £11,619.27 (sheet 312A): (Members noted that this balance now includes £1,005.24 held in the name of the former Parish Plan Group and £1,613.97 held in the name of the Sampford Peverell Play Park Appeal).

Reconciliation to bank statements was demonstrated and the Clerk's statement unanimously accepted.

c) Authority to pay accounts rendered:

(i) J Disney: refund of the cost of the Memorial Seat and fixings: £649.99

(ii) M J Aspray: Clerk's salary for October & November 2018: £566.00

(iii) M J Aspray: Clerk's expenses to 17.11.18: £71.72

(iv) The agenda item, 'Viridor Credits: third-party contribution on behalf of the Tennis Club' has already been paid (see 001431 above). The Clerk explained that what is actually needed is a payment, by way of deposit, to the Tennis Club's appointed contractor, First Serve Tennis Courts Ltd, of £5,331.60. A cheque from the Tennis Club in this sum was received at the meeting. Members decided, considering the assurance supplied regarding the funds held by the Tennis Club, to issue this cheque.

(v) Cllr B O'Connell submitted his account for the installation of the Memorial Bench in the sum of £90.00. Members agreed payment of this account.

Five cheques issued with the unanimous agreement of Members.

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2018/19/053 continued.....

d) Finance correspondence: letters/e-mails of thanks from SP and District Twinning Association, SP PCC and the Methodist Church noted.

e) External audit: conclusion noted.

f) Viridor legal charge: investigation is still ongoing.

2018/19/054

Reports from Working Group (WG) Chairmen and holders of individual portfolios:

- Communications and Engagement WG: Cllr Culpin reported that the Play Park Committee is now using the village website, thus saving money in maintaining a separate site.

- Roads, Pavements and Paths WG: Cllr Holland stated that the Station Road lighting will be connected by WPD beginning 17 December 2018. On the subject of grass cutting, the second cut of the 2018/19 season had been too late: because of excessive growth the cut had been very poor, leaving a mess of long grass cuttings, which had led to complaints from parishioners. Cllr Holland proposes to hold a meeting with MDDC to discuss the way forward, but warned that additional cuts will be necessary (6 or 7 per year, instead of the present 4). She also advised the meeting that MDDC is likely to increase charges by 15% in 2019/20. Both factors will impact on the overall cost of the service. Cllr Cutts is to seek an alternative supplier of this service, and Cllr O'Connell will also be invited to tender for the work.

- Affordable Housing WG: Cllr Culpin reported that the Community Land Trust is searching for a suitable plot of land of about 1 acre.

- Snow Warden: Cllr Adlington told the meeting that all grit bins in the village had been filled.

- Tidiness: Cllr Cutts told the meeting that the autumn litter-pick on 27 October had been successful.

- Definitive map review: Cllr Disney updated Members on the process of approving changes to public rights of way. It was confirmed that the Parish Council supports proposals made.

2018/19/055

Other highways and village matters:

- Whitnage Road name sign: now the subject of a complaint to MDDC by Cllr Holland, which she will chase up. [The PC was advised on 8 May 2018 by Steve Densham, MDDC, that the sign would be replaced as soon as possible.]

- Public toilets in Play Park: recent incidents of vandalism indicate an association with the half-term school holiday and the darker evenings. Cllr O'Connell suggested locking the facility during hours of darkness, but the meeting acknowledged that this would be difficult to arrange. It was suggested that a meeting with MDDC staff might be useful to discuss the way forward.

[Cllr Radford joined the meeting at 8.15 pm]

- Public car park: no current issues.

- Community Policing: Cllr Disney confirmed that there had been no further meetings.

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2018/19/055 continued.....

- Emergency plan development: deferred. It is proposed to amend the Willand PC Plan.

- Trees in Turnpike: the meeting considered a parishioner's request that they be crown reduced. Mel Lucas was invited to speak on behalf of the Tree Wardens. He stated that these beech trees were the first trees to be planted in the village by the Tree Wardens, being part of an ongoing scheme to enhance the village environment. It was noted that the first in the line of trees (counting from the east) on the south side of the road is a cherry tree which appears to have died. The Tree Wardens will remove this tree during the coming dormant season. The next three trees have been trimmed by WPD contractors because of overhead power cables. They now have a poor shape and remedial attention to their crowns is indicated, but this is not urgent. The western-most half of these trees lies within the Conservation Area (the local resident has been advised of this). The Parish Council is not minded to crown reduce these trees. Reassured on this matter, Mel Lucas left the meeting at 8.30 pm.

- Silver birch trees in the Play Park: a clump of three silver birch trees in the SW corner of the Play Park (which are subject to a TPO following an application by SPPC for Conservation Area Consent to prune them three years ago (which was refused) continue to give cause for concern on safety grounds. On the proposal of Cllr Disney, seconded by Cllr Culpin and agreed *nem con*, the Parish Council will seek a report from a qualified tree surgeon to support an application to carry out works to make them safe.

- Devon Community Resilience Forum: Cllr Disney attended the event on 22 November and reported briefly on it. Some 60 parishes were represented. Cllr Disney spoke of the possible involvement of the community in drawing up an emergency plan. She will put an article in Parish News.

2018/19/056

General Data Protection Regulation: the meeting was advised that the Clerk is working in consultation with Cllr Culpin in the process of drawing up a statement of policy for SPPC.

2018/19/057

Discussion with Cllr R Radford (DCC) on local issues: Cllr Radford stated that he has been told that there is no requirement to improve access to and from the NDLR at Sampford Peverell as a condition for development at SP2. He requested information that supports the Parish Council's understanding to the contrary. Cllr Radford then stated that the DCC Neighbourhood Officer, Phil Morgan, is the person to contact regarding the road sign (Whitnag Road). [But Cllr Radford later discovered that DCC only deals with road direction signs, finger posts and the like. Road name signs are the responsibility of MDDC....so we are back where we were in May with Mr Steve Densham.]

Cllr Radford reminded Members of his Locality Budget, also the TAP Fund, which still have money available to support local projects.

2018/19/058

Reports by Parish Council representatives:

a) VH & RG Charity Committee: Cllr Adlington has circulated the draft minutes of the November meeting of the Committee, also the Treasurer's report for 2017-18. Cllr Disney stated that the Charity's registered number should appear in the Parish News advertisement.

b) Canal Advisory Committee: Cllr Cutts has circulated a report from Mark Baker which seeks advice on a local resident's request for a Canal-side tree to be reduced in height because of danger to his property should it fall. Several Members gave opinions regarding its felling based on the fact that this conifer is not a native tree, but Cllr Burt warned of the danger to the
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2018/19/058b) continued.....

integrity of the bank should the tree fall: a breach here would be disastrous. The Clerk to convey this to Mark Baker.

c) Sampford Peverell Society: Cllr Culpin has circulated the Society's AGM agenda, together with the Treasurer's report for the year to 31 July 2018

d) SP & District Twinning Association: Cllr Taylor had not been able to attend the October meeting and had no up-date.

e) Tree Wardens: Cllr Holland had nothing to report.

f) Play Park Committee: Cllr Disney stated that two new Committee members are needed, also that the Play Park Committee will seek to transfer their financial activities to the Village Hall Charity.

2018/19/059

Correspondence has been circulated by e-mail: noted.

2018/19/060

Other matters by leave of the Chairman: Cllr Culpin reminded the meeting that there exists a vacancy for a Parish Council representative on the Committee of Sampford Peverell Society.

2018/19/061

Next meeting of the Parish Council will be that of its Finance Committee on 11 December 2018. Apologies given by Cllrs Adlington, Burt and Taylor.

It was decided that, because of the Clerk's holiday, the next business meeting will be on Tuesday 15 January 2019.

There being no other business, the meeting was closed at 9.20 pm.