

APPROVED AND SIGNED 16 FEBRUARY 2023

16/01/23

Summonses to the meeting of Sampford Peverell Parish Council to be held in the committee room at the Memorial Hall, Lower Town on 16 January 2023, starting at 7.00 pm, were distributed with the agenda and posted on the website on 9 January 2023.

Minutes of the Meeting of Sampford Peverell Parish Council held on 16 January 2023

Present:

Councillors Cutts (Chairman), Culpin (Vice-Chairman), Burt, Castle, O'Connell, Perks, Taylor and Williams and S McGeever (Clerk).

Cllr Cutts opened the meeting and welcomed those present.

2022/23/008/1 - Public Open Forum

Connecting the Culm

Lucy Jefferson from Connecting the Culm gave a presentation to the Parish Council on the work being done to slow down run-off rainwater to prevent flooding, through nature based solutions, in parishes within the Mid Devon area. Tree planting, hedgerows, leaky dams and buffers were examples.

The Halberton/Sampford Peverell area was one of six target areas. Her role was to speak to landowners and farmers to see what work they might undertake on their land to help prevent flooding and the funding available covered a four year period.

There was also funding available to protect buildings and the Village Hall, shop and hairdressers had been designated as an area that could obtain funding to prevent flooding. It was noted that the area did not normally flood.

The projects were too small for the Environment Agency to fund hence the setting up of Connecting the Culm. The Parish Council could contact her if they had additional questions.

Mid Devon Wildlife Warden Scheme

Jess Carter from Mid Devon Wildlife Warden Scheme gave a presentation to the Parish Council on the work being done to encourage parishes to appoint a voluntary Wildlife Warden to oversee wildlife projects. The projects could be related to nature, farming, gardens or public spaces.

Training was available together with assistance with risk assessments, advice on the countryside code together with monthly talks and social meetings. The Parish Council could contact her if they had additional questions.

Comments from the public

Members of the public raised questions regarding the potholes along Boobery and the danger they posed to pedestrians. There was no pavement and thus pedestrians walked in the road with the ratio of pedestrians to cars being around 4:1. The key questions were:

1. When was it going to be resurfaced?
2. What could be done to provide a pavement if anything?
3. What action could be taken to speed up Devon County Council's response times?

The representative from Sampford Peverell Primary School apologised for the inconvenience and potential damage caused to the defibrillator during building works. The defibrillator would be protected in the future.

2022/23/008/2 - Apologies

Apologies had been received from Councillor Radford (DCC).
Councillors Collis and Norton (MDDC) were not present.

2022/23/008/3 – Declarations of Interest

There were no declarations of interest.

2022/23/008/4 – Approval of the Minutes of the Parish Council Meeting held on 5 December 2022

It was RESOLVED that the minutes of the meeting held on 5 December 2022 were a true record of proceedings and they were duly signed by the Chairman. There were no matters arising from those minutes.

2022/23/008/5 - Planning matters

a) Consultation requests received:

22/02384/HOUSE – 19/12/22

Proposal: Conversion of garage to enlarge dwelling
Location: 5 Blackdown View Sampford Peverell Tiverton
Site Vicinity Grid Ref: 302794 / 114186
Parish: Sampford Peverell 42

The application had been reviewed by the sub-committee who concluded that there were no material planning considerations that would prevent the application from being approved by MDDC Planning. The Parish Council, therefore, had made no comment.

22/02374/MFUL – 5/1/23

Proposal: Construction and operation of a solar photovoltaic (PV) farm together with associated works, equipment and infrastructure
Location: Land at NGR 301974 110937 Dean Hill Road Willand
Grid Ref: 301974 / 110937
Parish: Halberton 25

Given this application was some distance from Sampford Peverell, it was RESOLVED that no comment would be made. If individuals wished to comment, then they were able to do so.

b) Decision notices received:

22/02060/CAT – APPROVED (28/11/22)

Proposal: Notification of intention to fell one Liquidamber tree within a Conservation Area
Location: High Cross House 3 Higher Town Sampford Peverell Tiverton

22/02029/CAT – APPROVED (28/11/22)

Proposal: Notification of intention to reduce the height of 1 Yew tree by 12m within the Conservation Area
Location: Methodist Church Higher Town Sampford Peverell Devon

22/01797/HOUSE – APPROVED (12/12/22)

Proposal: Erection of a replacement rear extension
Location: 28 Higher Town Sampford Peverell Tiverton Devon

c) Enforcement matters

ENF/22/00163/ENCAT – 29/7/22

Works to trees in a conservation area
Sunny View 14 Boobery Sampford Peverell

The Parish Clerk had been notified that no action would be taken.

ENF/22/00302/RURAL - 31/10/22

Construction of pond
Land off Station Road, Sampford Peverell

The Parish Clerk had been notified that the case continued to be under review.

d) any other planning matters and planning correspondence

22/01209/FULL

Proposal: Erection of dwelling following demolition of an agricultural building utilising the Class Q fallback position
Location: Land and Buildings at NGR 302779 113776 (Morrells Farm, South West of Chains Road) Sampford Peverell

Current status: extension on decision date to 2/3/23.
No amended plans had been received by MDDC Planning.

2022/23/008/6 - Finance

a) Financial position

The financial position was as follows:

Business Reserve Account

Balance 31/10/22 £ 3,971.55

The Clerk had visited the bank to obtain the statements. The Business Reserve Account was at £3976.44 on 31/12/22.

Current Account

Balance 30/11/22 £40,527.78

The Clerk had visited the bank to obtain the statements. The Current Account was at £28,396.08 on 31/12/22 following cheques cashed in December 2022.

Receipts

Statement to 30 November 22

FOTP £ 8.00

Statement to 31 December 22

FOTP £ 8.00

These payments represented donations to the Play Park.

Cheques presented

Statement to 30 November 22

001606 – SP Village Hall (meetings)	36.00
001623 - Npower (electricity)	40.04
001624 - Closed cemetery at SP	350.00
001627 - S McGeever (Oct Wages)	375.30
001630 - S McGeever (Parish Council PC)	293.77

Statement to 31 December 22

001629 – Source for Business	100.36
001628 – Npower (electricity)	37.56
001625 - MDDC (grass cutting)	1500.97
001626 – MDDC (grass cutting)	208.33
001634 – S McGeever (Nov Wages)	333.33
001631 - B O’Connell (public convenience)	1143.00
001633 – SP Village Hall (meetings)	30.00
001619 – SP Village Hall (meetings)	15.00
001638 - Village Hall (VAT reimbursement)	7647.37
001635 - Npower (electricity)	34.64

Cheques not cashed

001632 – P Bowers (Xmas Tree)	22.50
001637 - F Harding (VAT reimbursement)	160.00

b) Payments made since the last meeting

The payments made at the Finance Meeting 5/12/22 were noted as follows:

001631 - B O’Connell (public convenience)	1143.00
001632 – P Bowers (Xmas Tree)	22.50
001633 – SP Village Hall (meetings)	30.00
001634 – S McGeever (Nov Wages)	333.33

The payments made since the Finance Meeting were noted at follows:

001635 - Npower (electricity)	34.64
001638 - Village Hall (VAT reimbursement)	7647.37*
001637 - F Harding (VAT reimbursement)	160.00*

* As authorised by the Parish Council 5/12/22

c) Authority to pay accounts rendered

It was RESOLVED to pay the following invoice:

S McGeever (Dec Wages)	416.67 (inc Tax 16.40 paid by card)
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The Clerk had received a further request for payment for the contracted services relating to power and it was RESOLVED to pay the following invoice:

Npower (electricity)	40.31
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d) Online banking

The Clerk reported that it should now be possible to request online banking access which would allow up to date information on the account and, if decided upon, dual access online payments.

Action: Clerk

e) S106 funding and applications

The Clerk had circulated details of the funding amounts that were available to Sampford Peverell and Uplozman. It was noted that three sums of money were available to Sampford Peverell.

General Fund (Pre 2015)	£12,756.29
Accessibility Improvements at Whitnage Road Sports Ground	£ 7,018.00
Improvements to the Lower Town Play Area	£ 4,326.00

Such sums could be accessed by the Parish Council or a community-based organisation operating on a not-for-profit basis.

An application on behalf of the Parish Council had been prepared for the use of funding for accessibility improvements at Whitnage Road Sports Ground.

The application only provided for one quotation for the works to be undertaken and it was RESOLVED to ask the Clerk to contact S106 to see if the information provided was sufficient before a formal application was submitted. If insufficient (normally three quotes are required), further work would need to be undertaken.

Action: Clerk

2022/23/008/7 - Review of Standing Orders and Core Documents

a) Financial Regulations

A second draft of the proposed Financial Regulations had been circulated. The Clerk advised that the document was currently in conflict with the current Standing Orders (2016).

It was RESOLVED to update the Standing Orders to reflect changes made in April 2022 and a draft would be prepared for the March 2023 meeting.

Once the Standing Orders had been updated, the proposed Financial Regulations could reflect the information in the Standing Orders.

b) Asset register

The Clerk had undertaken further work on the Asset Register, and it was noted that the Parish Council actually owned more assets than previously believed. Work was ongoing to ensure that the Asset Register was correct.

c) Publication Scheme

A draft publication scheme had been circulated to all councillors. It was noted that a further number of core documents needed to be in place before the document could be uploaded to the website.

It was noted that the new Clerk had been working to bring the Parish Council documentation up to the required standard and it was hoped that such documentation could be circulated prior to the March meeting for approval at the meeting.

Action: Clerk

2022/23/008/8 - Report from Working Groups/Individual Roles

a. Communications & Engagement (publicity)

Councillor Cutts advised that there was nothing to report.

b. Climate Change and environmental issues

Councillor Burt advised that he had nothing to report. He had not felt it appropriate to raise the sewage treatment works with Lucy Jefferson.

c. Roads, Pavements & Footpaths/Road Safety

The Parish Council noted the comments made regarding Boobery in the Public Forum and the Clerk was asked to follow up the matters raised with Devon County Council Highways Department. It was noted that a petition and report presented at a DCC Cabinet meeting might be appropriate.

Action: Clerk

Councillor Castle advised that she had attended the Halberton Traffic Committee meeting where a talk had been given by the Willand Community Speed Watch who had indicated they would assist Sampford Peverell in setting up a scheme.

Councillor Castle noted the work being undertaken in Halberton and believed that the setting up of a Working Group in Sampford Peverell would assist in looking to lower speed limits in the village and the setting up of Community Speed Watch.

It was RESOLVED to set up a Sampford Peverell Traffic Working Group with two Parish Councillors and members of the parish. The Working Group would provide regular reports to the Parish Council who would pay the costs of the meeting room for meetings. A call for volunteers for the working group would be included in the Newsletter.

Action: Councillor Castle/Perks

Councillor Castle advised that there would be another Joint Parish meeting to look at the key traffic problems affecting the parishes with a view to uniformity across the area of Halberton, Sampford Peverell, Uffculme and Willand. There had been an indication that other local parish councils may wish to join the group.

d. Public Convenience Development Group

It was RESOLVED to accept the revised quote from Sol for the electrically work to be carried out at the public convenience. This work was needed and three quotes had been considered.

Once the work on the Public Convenience had been complete the possibility of letting out the adjoining area could be considered.

e. Affordable Housing – Community Lands Trust

Councillor Culpin had advised there was nothing to report.

f. Snow Warden

Councillor Taylor advised that there would be a requirement to purchase grit bins to cover the parish of Sampford Peverell. Devon County Council did not provide grit bins but would fill them up once purchased. The cost of grit bins was £166 each including VAT.

It was RESOLVED to purchase two grit bins and use would be made of the Parish Magazine fund.

Action: Councillor Taylor/Clerk

One grit bin would be in the car park and the Clerk was asked to contact Mid Devon District Council in this regard.

Action: Clerk

g. Tidiness/Litter-picking

Councillor Burt advised that there was nothing to report.

h. Defibrillator maintenance

Councillor Taylor advised that he wished to purchase two defibrillator packs of batteries and pads for the defibrillators.

It was RESOLVED to purchase two Zol packs at a cost of £150 each plus VAT.

Action: Clerk

An application had been made to Devon County Council for the sum of £300 from the Locality Budget and this had been approved by Councillor Radford.

Councillor Taylor raised the subject of purchasing a fourth defibrillator for the village and considered that the Church might be a suitable location. It was noted that the Church was only open at certain times and the defibrillator needed to be available 24 hours a day and thus a cover would be required. Another possibility would be a location on Boobery. Further investigation would be carried out.

A defibrillator awareness session had been booked into the Village Hall for Saturday, 25 February 2023 from 9.30 to 11.30. A maximum of 20 parishioners could attend the session. There was no charge from the person delivering the course and it was RESOLVED that the Parish Council would meet the cost of hiring the hall and providing tea and coffee. If take-up was good, then a second awareness session could be organised. The date would be included in the Parish Magazine.

2022/23/008/9 - Other Highways and village matters

a. Vandalism/ASB/criminal damage in the village

It was noted there was nothing to report.

b. Other highways matters

It was noted that there had been some flooding in the village and this was being followed up the Clerk.

Action: Clerk

2022/23/008/10 - Discussions with Cllr Radford, DCC and also with MDDC Ward Members, Cllrs Collis and Norton

Councillor Radford had sent through a report that had been circulated to Parish Councillors.

Councillors Collis and Norton were not present.

It was noted that the possibility of development at Junction 27 had been raised again but the plans would be significantly revised.

2022/23/008/11 - Brief reports from Parish Council representatives on any recent activities

a. Village Hall and Recreation Ground Charity Committee

Councillor Cutts advised that the Village Hall were grateful to have received the VAT monies reclaimed on their behalf by the Parish Council.

b. Grand Western Canal Joint Advisory Committee

Councillor Cutts advised that he had no news other than that reported in the Newsletter which had been circulated by the Clerk.

c. Sampford Peverell and District Twinning Association

Councillor Castle advised the jumble sale had raised £600. A French Breakfast had been organised for 5 February and it was hoped this would be well attended. Guests from France would be visiting from 20-24 July 2023 and it was RESOLVED that the Parish Council would contribute to a reception during their visit.

d. Sampford Peverell Society

Councillor Culpin advised events would start up again in March 2023.

e. Tree Warden's Report

The Tree Warden had advised that there was nothing to report due to the wet weather. It was hoped that work on the community orchard would be on 21 January.

2022/23/008/12 - Correspondence

Request to pollard the trees between the playpark and tennis courts

The Clerk advised that the notification of the intent to pollard the trees had been submitted to MDDC planning and the resultant CAT application had been circulated to the Parish Council. There was now a consultation period of six weeks. Provided there were no objections, the work would then take place.

Action: Clerk

Gas boilers at the new development at Higher Town

The Clerk advised a response was awaited.

Collection card at the post box in Boobery

The Clerk advised a response was awaited.

Archaeological project at Battens Farm

The Clerk advised that a letter of support had been sent and acknowledged.

2022/23/008/13 - Any other matters by leave of the Chairman or the delegate Chair

King's Coronation

It was noted that the King's Coronation would take place on Saturday, 6 May 2023 with a Bank Holiday on Monday, 8 May 2023. An event would be organised in the Village Hall.

Setting of the new date for the Annual Meeting of the Parish Council and the Annual Parish Meeting due to the Bank Holiday on 8 May 2023 for the King's Coronation

It was noted that MDDC had booked the Village Hall for the election on 4 May 2023.

The Bank Holiday on Monday, 8 May 2023 meant that the dates of Parish meetings needed to be changed. It was RESOLVED that the meetings would take place on Monday, 15 May at 7pm.

Hedges

It was noted that two hedges were obstructing pavements within the village and Councillor Taylor undertook to speak to the owners involved.

2022/23/008/14 - Next meeting of the Parish Council

The dates of the next meetings of the Parish Council were:

Council Meeting – 20 March 2023 at 7pm in the Committee Room of the Memorial Hall

Signed _____ Date _____