

APPROVED – 17 April 2023

20/03/23

Summonses to the meeting of Sampford Peverell Parish Council to be held in the committee room at the Memorial Hall, Lower Town on 20 March 2023, starting at 7.00 pm, were distributed with the agenda and posted on the website on 13 March 2023.

Minutes of the Meeting of Sampford Peverell Parish Council held on 20 March 2023

Present:

Councillors Cutts (Chairman), Culpin (Vice-Chairman), Burt, O'Connell, Perks and Williams together with Councillor Norton (MDDC) and S McGeever (Clerk).

Cllr Cutts opened the meeting and welcomed those present.

2022/23/010/1 - Public Open Forum

Dean Edwards from Heathcoat Cricket Club was present to advise on the merger with Sampford Peverell and Tiverton Cricket Club.

The merger would provide for a seamless development programme for cricketers from age 5 upwards with men's and women's teams being fielded at senior level and from U10 up to U19. Sponsorship had been organised so that two children in the 5-9 age group from primary schools in the area could enjoy the facilities of the cricket club at no cost.

The merged clubs wished to improve facilities at the Whitnage Ground by putting in site screening and a new electronic scoreboard at an approximate cost of £10,000 with the installation costs being met by Heathcoat CC.

The club was asking for the Parish Council to support an S106 application for funds towards the equipment required.

In response to questions from councillors about parking in Whitnage Road, Dean Edwards advised that cricket was a sport that took place in fine weather and, therefore, cricketers and their families would be able to park on the grass at the Whitnage Ground and would, therefore, not be parked on the road. Further development could not take place at Knighthayes as only one cricket pitch was allowed.

The Parish Council would consider the matter during its meeting.

2022/23/010/2 - Apologies

Apologies had been received from Councillor Castle and Taylor together with Councillor Radford (DCC).

Councillors Collis (MDDC) was not present.

2022/23/010/3 – Declarations of Interest

There were no declarations of interest.

2022/23/010/4 – Approval of the Minutes of the Parish Council Meeting held on 16 February 2023

It was RESOLVED that the minutes of the meeting held on 16 February 2023 were a true record of proceedings and they were duly signed by the Chairman. There were no matters arising from those minutes.

2022/23/010/5 - Planning matters

a) Consultation requests received:

22/01634/HOUSE

Proposal: Installation of 14 ground mounted solar pv panels

Location: East Pitt Farm Whitnage Tiverton Devon

Given that these were revised drawing and information and the deadline had been 9 March 2023, the Parish Council had concluded that they had no objection to this application which had been duly recorded on the planning portal.

b) Decision notices received:

The Parish Council noted the following planning decisions:

22/02384/HOUSE – APPROVED

Proposal: Conversion of garage to enlarge dwelling

Location: 5 Blackdown View Sampford Peverell Tiverton Devon

23/00076/CAT – NO OBJECTION

Proposal: Notification of intention to fell 1 Ash tree within the Conservation Area

Location: Hillview 38 Higher Town Sampford Peverell Tiverton

23/00147/CAT – NO OBJECTION

Proposal: Notification of intention to remove 1 Alder tree and coppice 3 Hazel within a Conservation Area

Location: Land at NGR 302905 114352 Boobery Sampford Peverell Devon Site Vicinity Grid Ref: 302905/114352

c) Enforcement matters

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 and had also reported what appeared to be a new access.

d) any other planning matters and planning correspondence

It was noted there was no further correspondence on the Higher Town development.

2022/23/010/6 - Finance

a) Current Financial position

Business Reserve Account

Balance 31/12/22 £ 3976.44

Receipts

November £ 2.28

December £ 2.61

Balance 28/2/23 £ 3981.98

Receipts

January £ 2.79

February £ 2.75

Bank reconciliation

Balance at 31 October 2022 £3971.55

Receipts £ 4.89

Balance at 31 December 2023 £3976.44 Reconciles to statement

Receipts £ 5.54

Balance at 28 February 2023 £3981.98 Reconciles to statement

Current Account

Balance at 31/12/22 £28396.08

Balance at 31/01/23 £27764.60

Balance at 28/02/23 £27530.69

Receipts

Statement to 31 December 22

FOTP £ 8.00 Reconciles to statement

Statement to 31 January 23

FOTP £ 8.00 Reconciles to statement

Statement to 28 February 23

FOTP £ 8.00

DCC Locality Budget £ 300.00 Reconciles to statement

Payments

Statement to 31 December 22

Cheque 1629 (Source for Business – toilets) £ 100.36

Cheque 1628 (Npower - toilets) £ 37.56

Cheque 1625 (MDDC grass cutting) £1500.97

Cheque 1626 (MDDC grass cutting) £ 208.33

Cheque 1634 (S McGeever wages) £ 333.33

Cheque 1631 (B O'Connell - toilets) £1143.00

Cheque 1633 (SP Village Hall - meeting) £ 30.00

Cheque 1619 (SP Village Hall - meeting) £ 15.00

Cheque 1638 (SP Village Hall - VAT) £7646.37

Cheque 1635 (Npower - toilets) £ 34.64

Total £11049.56 Reconciles to statement

Statement to 31 January 2023

Cheque 1632 (P Bowers – Christmas Tree)	£ 22.50	
Cheque 1637 (F Harding – VAT)	£ 160.00	
Cheque 1639 (S McGeever wages)	£ 416.67	
Cheque 1640 (N Power - toilets)	£ 40.31	
Total	£ 639.48	Reconciles to statement

Cheque 1636 was cancelled

Statement to 28 February 2023

Cheque 1643 (Npower – toilets)	£ 35.30	
Cheque 1646 (S McGeever wages/expenses)	£ 476.21	
Cheque 1647 (HMRC)	£ 30.40	
Total	£ 541.91	Reconciles to statement

Bank reconciliation

Balance at 30 November 2022	£39437.64
Receipts (December)	£ 8.00
Payments (December)	£11049.56
Balance at 31 December 2022	£28396.08
Receipts (January)	£ 8.00
Payments (January)	£ 639.48
Balance at 31 January 23	£27764.60
Receipts (February)	£ 308.00
Payments (February)	£ 541.91
Balance at 28 February 23	£27530.69

Outstanding cheques (probably on February statement)

Cheque 1641 (Defibrillator parts)	cancelled supplier did not receive
Cheque 1642 (Kingfisher – salt grit bins)	£ 603.00
Cheque 1644 (Source for Business – toilets)	£ 31.51
Cheque 1645 (SP Village Hall – meeting)	£ 15.00

b) Payments made since the last meeting
None

c) Authority to pay accounts rendered
It was RESOLVED to pay the following invoice:

Four Seasons Tree Services (pollarding)	£828.00
Npower (electricity for public conveniences)	£ 31.72*
S McGeever (wages after tax/expenses-stationary/stamps)	£492.97
HMRC (tax payable)	£ 24.00
S McGeever (re-imburement for defibrillator parts)	£348.00

*Npower have advised that the fixed charge will be rising from 82.192 to 108.895 and the all time unit charge will be decreasing from 56.783 to 36.383.

The Clerk had received a further request for payment for the contracted services relating to public conveniences and it was RESOLVED to make payment:

B O'Connell	£1120.00
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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

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.

i) No further information has been received from Mr Harding regarding the cricket clubs application through the Parish Council for S106 monies utilising the Accessibility Improvements at Whitnage Road Sports Ground funds. However, there was the possibility the application may be submitted in sections given that the cricket season would be underway shortly.

ii) The Parish Council then considered the presentation in the Public Forum regarding the request for support for the purchase of electronic score boards for the cricket club. It was noted the current funding available did not include any sums for the Higher Town development.

Prior to making a decision, it was felt that the Parish Council should see if further funds would be available and consider any other use fore the General Fund which did need to be allocated to a project.

Action: Clerk

2022/23/010/7 - Review of Standing Orders and Core Documents

Amended documentation would be reviewed at the May meeting.

Action: Clerk

2022/23/010/8 - 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 received data from South West Water for 2021 relating to the overflow from the sewage works. There had been some 664 hours of overflow normally related to times of heavy rainfall. He felt the new development would put added pressure on the system.

The quality of the water in the Spratford Stream was questionable and he felt it was important to increase efforts under the Citizen Science sampling scheme.

Councillor Burt would raise both issues with Connecting the Culm.

Councillor Norton advised that a motion calling for more accountability from MDDC officers to the Environmental and Climate Committee had not been passed and it might be worthwhile to raise the issue again following the new intake of Councillors following the election in May.

There was also a possibility of putting a motion to the Devon Association of Local Councils.

c. Roads, Pavements & Footpaths/Road Safety

Councillor Burt started the discussion referring to the audit of footpaths. Work was required on Footpath 5 and there were also a number of trees near Boehill Farm that looked in need of action.

Correspondence with DCC Highways relating to Boobery and the possibility of a virtual footpath had been circulated to Parish Councillors. A virtual footpath would not be allowed in Boobery. The only action that could be taken was to report potholes. Albeit some work was going to take place on one section of the road.

Action: Clerk

Councillor Castle had advised that there was nothing to report on road safety and the 20 is plenty campaign.

d. Public Convenience Development Group

A start date for Sol to carry out the electrical work was awaited. Once the work was completed, consideration could be given to making the café area usable. It was hoped works would be completed before Easter.

e. Affordable Housing – Community Lands Trust

Councillor Culpin had advised that an area of land on the left hand side of the road as you approached the turning to Tiverton Parkway had been put forward as a possible area for affordable housing. The land lay between existing housing stock and the canal, with the potential development site being the land just behind the Mountain Oak Farm buildings, and there were fields between the site and the canal.

The initial thought had been a development of 35 houses of which 10-12 would be allocated to affordable housing which would then belong to the community for their lifetime. The remaining houses would be sold off on the open market.

Community support was required for any such development and a meeting would be arranged in the village. The question was asked if the Parish Council could give its provisional support to the project.

Councillors Burt and O'Connell declared an interest given the proximity of the land to their own properties.

The Parish Council recognised the need for affordable housing and the advantages of the site namely; an existing pavement, bus stop, closeness to the station and local amenities but were concerned about the cost of putting the properties on main sewerage (existing properties used septic tanks), the potential effect on the landscape given its proximity to the canal and whether the properties would be sustainable (heat source pumps etc).

It was RESOLVED that there was insufficient information to be able to make a decision as to whether or not the Parish Council would support the project.

Councillor Culpin would come to the next meeting with further information on the proposal relating to sewage and sustainability.

f. Snow Warden

In the absence of Councillor Taylor, the Clerk confirmed that the new salt/grit bins had been delivered. DCC would not supply the grit, and this would need to be purchased.

Action: Councillor Taylor/Clerk

g. Tidiness/Litter-picking

Councillor Cutts, who represented the Parish Council on the VH&RG Committee, advised that the committee had suggested that a litter-pick as part of the Coronation celebrations 'volunteering day'. Councillor Burt did not feel litter-picking was required albeit the Play Area would need to be cleared post any event held. He felt it was unlikely that volunteers would come forward on a Bank Holiday.

Councillor O'Connell also took the opportunity to update the Parish Council on other activities planned for the week-end by the VH&RG Committee.

h. Defibrillator maintenance

In the absence of Councillor Taylor, the Clerk advised that the equipment had been purchased and delivered and defibrillators were up and running. The funding of £300 from the DCC Locality Budget had been received.

It was noted one of the cabinets needed to be upgraded.

Action: Councillor Taylor.

It was further noted that all schools were supposed to be being given a defibrillator.

2022/23/010/9 - Other Highways and village matters

a. Vandalism/ASB/criminal damage in the village

There had been some reports of petty vandalism in the village including the setting fire to books from the Telephone Kiosk.

The question of CCTV in the car park area was raised and this would be investigated.

Action: Councillor O'Connell

b. Other highways matters

There were no other highway matters to report other than the state of Boobery.

Action: Clerk to contact DCC again

2022/23/010/10 - Discussions with Cllr Radford, DCC and also with MDDC Ward Members, Cllrs Collis and Norton

Due to the number of people not standing for re-election the work of MDDC councillors was largely on hold until after the elections. Once the new councillors were in place, she felt the Parish Council should write regarding the speed limit at the new development and the Chains Road development where she believed revised drawings were being put forward. Councillors knew to the role would need to be made aware of the concerns of the parish.

Councillors Norton advised that she was no longer eligible to stand for the Canonsleigh area and thanked the Parish Council for their support. In turn, the Parish Council thanked Councillor Norton for the work she had undertaken on behalf of the parish.

2022/23/010/11 - Brief reports from Parish Council representatives on any recent activities

a. Village Hall and Recreation Ground Charity Committee

Councillor Cutts advised that apart from the Coronation Events, there was nothing to report. There would be additional black bags for MDDC to pick up.

b. Grand Western Canal Joint Advisory Committee

Councillor Cutts advised that all the information was in the Newsletters which had been circulated by the Clerk. Part of the footpath had been re-surfaced.

c. Sampford Peverell and District Twinning Association

Councillor Castle had sent in a report advising that Twinning Association was expecting 12 French visitors from 20-24th July. They required the hall on the evening of Thursday, 20th July for a welcome reception.

Councillor Cutts undertook to see if the hall could be made available but other suggestions included the Committee Room which was now larger or a room at the Methodist Church. The Parish Council had RESOLVED to put some finance towards the reception.

Action: Councillor Cutts

d. Sampford Peverell Society

The first SP Society meeting of the year was held on Friday 10th March had a much bigger turnout than usual with a few new people joining. The next meeting is on 14th April, when we'll have more on local roads, and a guest speaker talking about the effect of the industrial revolution and empire on Devon's Victorian gardens.

e. Tree Warden's Report

The Tree Warden had provided the following information:

- Work had been undertaken in the Community Orchard to plant 2 new apple trees, removal of a dead plum tree, pruning the existing trees and removal of tree guards that are no longer necessary.

- Planting of the Crab Apple tree ('Landmark tree') by the Gardening Club. They intend to get a plaque made for it, after which we will install more secure protection for it by means of posts and wire netting. Please note the Community Orchard is now full (26 fruit trees).

- Work in the Churchyard to severely cut back 3 Viburnum bushes, that had got out of control.

It was understood that there was a suggestion to make part of the leat into a pond between the play park and the tennis courts. It was felt that this would present a health and safety issue and should not be undertaken.

2022/23/010/12 - Correspondence

Trees at The Brendons

The Clerk had received confirmation from MDDC that the trees on Brendon were the responsibility of MDDC and did not require any essential work at this time.

However, the trees on the eastern aspect (within adopted highway space) do require crown lifting (c.3.6m in height) and could do with pruning back from the dwelling. There were also one or two poor quality trees that would benefit from being removed. Devon County Council were responsible for these trees and the Clerk was in contact with them.

Action: Clerk

2022/23/010/13 - Any other matters by leave of the Chairman or the delegate Chair

Sampford Peverell Charity Lands

Councillor Cutts advised that the little known group had owned 15 cottages and land that had been let out at a peppercorn rent. The housing stock no longer existed but the charity was still administered by a group with the village. He asked the Parish Council to approve the returning of two Trustees John Bolton and Bev Perks.

It was RESOLVED that the two Trustees should be returned to office.

Elections

Councillor Cutts asked the Clerk to re-circulate the information on the forthcoming elections and reminded all councillors that they would need to complete nomination forms if they wished to remain as a Parish Councillor.

Councillors Culpin and Williams advised they would not be standing.

2022/23/010/14 - Next meeting of the Parish Council

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

- Annual Parish Meeting – 15 May 2023 at 7pm
- Annual Meeting of the Parish Council – 15 May 2023 at 7.30pm

Signed _____ Date _____