

04.12.2023 - FINAL

Summonses to the Finance Meeting of Sampford Peverell Parish Council to be held at the Memorial Hall, Lower Town on 4 December 2023, starting at 7.00 pm, were distributed with the agenda and posted on the website 27 November 2023.

Minutes of the Financial Meeting of Sampford Peverell Parish Council held on 4 December 2023

Present:

Councillors D Cutts (Chairman), T Burt, E Castle, C Cottrell, B O'Connell and S Taylor together with S McGeever (Clerk)

The Chairman, Councillor Cutts, opened the meeting and welcomed those present.

2023/24/017/1 - Open Forum

No members of the public were present.

2023/24/017/2 - Apologies/Co-Options

Given this was predominantly a Finance Meeting, Councillors from MDDC and DCC were not obliged to attend.

2023/24/017/3 - Declarations of Interest

There were no declarations of interest.

2023/24/017/4 - Approval of the Minutes of the meeting of the Parish Council held on 27 November 2023

It was RESOLVED that the minutes of the meeting held on 27 November 2023 were a true record of proceedings and they were duly initialled and signed by the Chairman.

2023/24/017/5 – Planning

Given the Parish Council were not due to meet again until 24 January 2023, two planning applications, received after the 27 November 2023 agenda had been published, had been placed on the agenda of this meeting:

23/01809/CAT

Proposal: Notification of intention to fell 1 Apple tree, pollard 1 Apple tree and 1 Damson tree and lift the crown of 1 Apple tree within the Conservation Area

Location: Chains Barn 16 Chains Road Sampford Peverell

Site Vicinity Grid Ref: 302957 / 114112

Parish: Sampford Peverell 42

The Parish Council noted that these were old mature fruit trees that required pruning and all felling. It was RESOLVED that the Parish Council had no objection to this application.

23/01798/FULL

Proposal: Variation of Condition 9 to allow alternative feedstock types and quantity and Condition 20 to allow the anaerobic digester plant to produce and export 1.1 megawatts of renewable energy of planning permission 17/01142/FULL

Location: Land at NGR 299621 112764 (Red Linhay) Crown Hill Halberton

Site Vicinity Grid Ref: 299621 / 112764

Parish: Halberton 25

The Parish Council RESOLVED to object to this application on the basis that increased output of the anaerobic digester plant and the use of alternative feedstock types would lead to increased traffic movements through the village. The Parish Councils objections would be based on the material planning considerations of:

1. Previous Planning Decisions

The most recent planning application which has been approved by MDDC has re-stipulated the output of the plant at 0.5 megawatts in the line with the original planning application in 2017.

2. Highway Safety

Increased HGV traffic and tractor movements through the village would increase the risk to both drivers and pedestrians especially given the new narrowed access leading to Turnpike.

3. Traffic

Increased output and the use of alternative feedstock types would inevitably lead to increased HGV traffic and tractor movements through the village.

4. Noise

Increased HGV traffic and tractor movements through the village would inevitably increase the noise levels experienced by residents living along the main access routes.

2023/24/017/6 – Finance

The Parish Council RESOLVED that a projector be purchased so that the spreadsheets produced could be readily seen by all.

Action: Clerk

a) Review of accounts to 30/10/2023

The Clerk had circulated a spreadsheet showing income and expenditure to 30/10/2023.

The Parish Council noted the information on the spreadsheet which reconciled to the current and reserve bank account.

The Parish Council RESOLVED to accept the accounts as presented to 30/10/23.

As agreed at the previous meeting, a letter had been prepared for signature requesting that £20,000 be transferred from the current account to the reserve account to increase the amount of interest received.

b) Review of budgets 2022-2026

The Clerk had circulated a spreadsheet showing the budget information for 2022/23, 2023/24 and the projected budgets for 2024/25 and 2025/26. The Clerk had also prepared and circulated a budget analysis for 2024/25 based on several scenarios arising from the potential VAT liability and earmarking S106 funds.

The Parish Council RESOLVED to accept the budget and spread the potential VAT liability over a three-year period.

c) Review of proposed precept calculation

The Clerk had circulated a spreadsheet showing the budget information for 24/25 based on a calculation of expenditure and the proposed precept calculation. The calculation included permutations on the potential VAT liability and, to provide for a General Fund in line with good accounting practices, an amount set aside to build up the fund.

The Parish Council RESOLVED to raise the precept by 11% to £19293.00.

d) VAT reimbursements

The Clerk had circulated a document received from the Sampford Peverell Recreation Ground and Village Hall Charity detailing the items that the previous Clerk had claimed a VAT refund. The total amount of the reclaimed VAT was £13894.74. Discussion was ongoing as to how this amount would be repaid to HMRC.

The Clerk was preparing the VAT submission from the Parish Council for VAT reimbursements for 2022/23 and this money could be allocated to the repayment of the sums claimed.

e) Authority to pay accounts rendered:

The Parish Council RESOLVED to make the following payments:

S McGeever (wages - November)	£ 363.37
HMRC (PAYE)	£ 90.80
Sampford Peverell Recreation Ground and Village Hall Charity (meeting room)	£ 15.00
Amp Electric (S106 works at playing field)	£ 211.00
B O'Connell (opening, closing and cleaning of the public conveniences)	£1127.00
Microsoft 365 renewal (re-imbursed to Clerk)	£ 59.99
Sampford Peverell Recreation Ground and Village Hall Charity (play park donations received to the Parish Council 1/4/22-31/10/23)	£ 167.00

The following cheques were written to allow payment at the Post Office:

001698 MDDC (Grass cutting) to 001707	£1612.69
001699 MDDC (Grass cutting) to 001706	£ 225.00

Councillor Cutts noted that Mr O'Connell's payment for opening, closing and cleaning the public conveniences had remained at £12 per day for some time and proposed that the sum increase to £15 per day from 1 December 2023. Councillor Burt seconded the proposal.

The Parish Council RESOLVED to implement the above proposal with one abstention.

The Clerk advised that an increase had been written into the budget for 2024/25.

f) Change of bank from Natwest to Unity Trust

Given the difficulties in changing to online banking and changing the signatories with Natwest, the Parish Council RESOLVED to change to the Unity Trust Bank.

g) Review of Clerk's hours and National Pay Rise

The Parish Council RESOLVED to consider the new pay structure effective from 1 April 2023 at the January meeting.

h) Grant requests

The Parish Council RESOLVED to provide a grant of £50 to the Citizens Advice Bureau. They had advised 54 residents in the village and given the current financial situation, there services were required.

2023/24/017/7 Review of Documents

a) Financial Regulations

The Parish Council RESOLVED to accept the Financial Regulations as written and approved in December 2022.

b) Asset register

The Parish Council noted that the asset register remained unchanged.

The Clerk noted that the Parish Council had used S106 monies to provide the inclusive swing in the play park and this could either be added to the asset register or donated to the Recreation Ground and Village Hall Charity who were responsible for the upkeep of the play park.

It was RESOLVED to donate the inclusive swing to the Sampford Peverell Recreation Ground and Village Hall Charity.

2023/24/017/8 Items not for discussion/next meeting

Councillor Taylor advised that the decision had been used to make use of the Silver Birch as the Christmas Tree and lights were being purchased in the line with the decision made at the meeting on 27 November 2023.

Councillor Taylor advised that he wished to attend MDDC's State of the District Debate to be held in March of next year on behalf of the Parish Council. It was noted that MDDC had requested input in forming the agenda and contributing to the debate and potential agenda items would be discussed at the next meeting.

Councillor Taylor advised he had written to Councillor Radford (DCC) regarding the grit bins and was working on the Snow Plan.

The Parish Council noted that decisions on applications 23/01654/CAT and 23/00485/LBC and asked the Clerk to contact MDDC so that further discussion could take place at the next meeting.

Councillor Cutts reminded councillors about the Christmas lunch on 10 December 2023.

2023/24/017/9 Next meetings of the Parish Council:

22 January 2024 at 7pm in the Committee Room of the Memorial Hall

25 March 2024 at 7pm in the Committee Room of the Memorial Hall

13 May 2024 – Annual Meeting of the Parish Council - at 7.30pm in the Committee Room of the Memorial Hall

Annual Parish Meeting:

13 May 2024 – Annual Meeting of the Parish Council - at 7pm in the Committee Room of the Memorial Hall

Councillor Castle gave her apologies for the meeting on 25 March 2024.

The Chairman closed the meeting at 8.10pm

Signed _____
Chairman

Date: _____