**SANDFORD PARISH COUNCIL**

**Locum Clerk: Rachel Avery**

**C/O address: Cllr R Ward (Chairman), 5 Linhay Park, Sandford, Crediton, EX17 4LL**

**C/O Tel: 07856 020680**

**C/O Email:** [**cllrwards@sandfordparishcouncil.gov.uk**](mailto:cllrwards@sandfordparishcouncil.gov.uk)

Dear Councillor

25 April 2025

Notice is hereby given that a meeting of Sandford Parish Council, at which your attendance is summoned will be held at Sandford Sports Pavilion, Mill Lane, Sandford, on Thursday 01 May 2025 at 19.30, to transact the business specified in the following agenda as set out.

Members of the public and press are welcome to all council meetings.

Text, letter

Description automatically generated

Rachel Avery BA, FdA, FSLCC

**AGENDA**

1. **Election of Chairman**

The retiring Chairman to invite nominations for the position of Chairman of Sandford Parish Council and put them to a vote

1. **Election of Vice Chairman**

The Chairman to invite nominations for the position of Vice Chairman of Sandford Parish Council and put them to a vote

1. **Apologies and Acceptance for Absence**

To receive, note, and where requested approve the reasons for apologies for absence

1. **Declarations of Interest**

In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Mid Devon District Council within 28 days of the change

1. **Minutes**

To approve and sign the Minutes of the meetings held on Thursday 03 April 2025

1. **Open Forum**

To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting or any matters the public would like the Council to consider on a future agenda. The period designated for public participation shall not exceed 15 minutes, with individuals not speaking for more than 3 minutes

1. **County and District Councillor Reports**

To receive reports from County and District Councillors (if any)

1. **Action Log**

To review the Action Log and agree any further actions

1. **VE Day Celebrations**

To approve the allocation of an additional £100.00 to the budget (previously approved £250.00)

1. **Pavilion Insurance**

To receive a verbal update from Cllr Ward regarding the pavilion insurance claim

1. **Annual Parish Meeting**

To agree the date and location of the Annual Parish Meeting

1. **Dog waste bin application**

To consider and approve the application to install a dog waste bin at Henstill Road

1. **Section 106 funding**

To consider and approve the recommendation to progress with footpath/cycleway development

1. **Committee Structure**

To discuss the current committee structure and consider future models

1. **Recognition Awards**

To receive a verbal update of the Recognition Awards

1. **Receipts and Payments**
   1. **Receipts**

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| --- | --- |
| Precept | £18,075.50 |

* 1. **Payments**

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| --- | --- |
| ROSPA (Play Safe Ltd) | £316.80 |
| DALC Membership | £514.82 |
| Ministry of Play (Basket Ball Hoop) | £12,048.68 |
| Sandford Parish Hall: Invoice: SPH-2022-288 -March / April meetings (£60.00)  Invoice: SPH-2022-307 - Annual Parish Meeting (55.00 | £115.00 |
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1. **Date and time of the next meeting**To note the date of the next meeting as Thursday 05 June 2025 and to agree a time and location
2. **Part II**

To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

1. **Clerk Recruitment**

The appointment of a new Clerk and agree any further matters relating to their employment