**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:** [**cllrward@sandfordparishcouncil.gov.uk**](mailto:cllrward@sandfordparishcouncil.gov.uk)

31 May 2025

Dear Councillor

Notice is hereby given that a meeting of Sandford Parish Council, at which your attendance is summoned will be held at the Sports Pavilion, Mill Lane, Sandford on Thursday 05 June 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. **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 12 May 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. **Presentation of Recognition award/SPC gift to Malcolm Vallance**
2. **Planning**

**To consider the following applications:**

25/00312/FULL Earth banked slurry lagoon (2350sq.m) (Aller Barton, Sandford)

25/00721/FULL Earth lined slurry store and security fence (Dowrich Farm, Sandford)

**To note expired applications:**

25/00578/FULL Concrete base for storage of silage (Long Barn)

**To note for information only:**

25/00701/PNAG Construction of earth lined slurry store (Yarmleigh Farm, Sandford)

25/00691/PNCOU Prior notification of change of agricultural building to 1 dwelling under class Q (Middle Henstill Farm, Sandford)

**To note Decision Notices:**

25/00434/PNCOU Prior notification of change of agricultural building to 1 dwelling under class Q (Langlands Farm, New Buildings)

25/00299/FULL Erection of roof to provide covered manure store  
(Land at NGR 284064 101810 Long Barn, Sandford)

25/00298/FULL Erection of roof to provide covered manure store   
(Land at NGR 284038 101792. Long Barn, Sandford)

1. **Action Log**

To review the Action Log and agree any further actions

1. **Speed Watch**

To receive a verbal report from Cllr Larcombe regarding the provision of Speed Watch

1. **Emergency Plan**

To receive a verbal update from Cllr Ward regarding the Emergency Plan and agree any actions

1. **Pavilion Insurance**

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

1. **Railings at The Lamb**

To receive a verbal update from the Locum Clerk regarding railings (if any) and agree any actions

1. **Request for Parking on Playing Fields**

To consider a request for parking on the Playing Fields for the Millennium Green 25th Anniversary Picnic on 21/6/2025

1. **Footpaths (S106)**

To receive an update regarding Footpaths using S106 funds and agree any actions

1. **Michael Lee Bench**

To discuss the bench and agree any actions

1. **Tree Maintenance**

To discuss tree maintenance on the gifted land and agree any actions

1. **Receipts and Payments**

To approve the following receipts and payments:

* 1. **Receipts**

|  |  |
| --- | --- |
| National Grid (wayleave ref: 3117757) | £4.76 |

* 1. **Payments**

|  |  |
| --- | --- |
| Notice Board – OD Carpentry | £2,000.00 |
| Insurance 2025/26 – Community First | £1,173.21 |
| VE Day (scones) – Olivers | £105.00 |
| VE Day – Crediton Town Band | £125.00 |
| Website hosting, support and emails – Vision ICT | £513.76 |

1. **Annual Governance and Accountability Return 2024/25/Annual Accounts**

To receive a verbal update from the Locum Clerk and to agree a date to approve the documentation prior to 30 June 2025

1. **Provision of Microsoft O365 and emails**

To review and approve the quote from Cloudy IT for the provision of Microsoft O365 and associated email addresses for the Parish Clerk and Councillors

1. **Date and time of the next meeting**To note the date of the next meeting as Thursday 03 July 2025 at 19.30 and to agree a venue
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. **Recruitment of Parish Clerk**

To formally approve the recruitment of the preferred candidate, as recommended by the Interview Panel (Cllrs Fyfe and Larcombe), to approve a start date, provision of a pension and approve the contract of employment