

SANDFORD PARISH COUNCIL

Minutes of a meeting held at Sandford Congregational Church Hall 5th JANUARY 2017.

At a meeting of the Council held this day those present were :-

Chairman - Mrs E Dalton

Mesdames – Keast & Miles

Messrs – Lee, Weedon, Stoye, Snow, Stephens, Unstead, and Harvey

MDDC Cllr J Binks. County Cllr M Squires (arrived during the Meeting)

One Parishioner

Mr M Vallance (Parish Clerk)

1) APOLOGIES – Cllr P Yeo

1a) DECLARATIONS OF INTERESTS – Cllr Lee Item 5(b) (Private Interest).

2) OPEN FORUM

A Parishioner (Chairman of the Copplestone Football Club) raised the possibility of their Youth Teams using the Football Pitch on Saturday Mornings on a casual basis ?

The Club had 10 Youth Teams and regularly used the Playing Field Pitches in the surrounding Villages.

He reported that some of the Youngsters lived in Sandford and he felt in view of the Sport for England Award this meant that the facilities should be open to the Public and other Organisations. They had previously asked Sandford AFC for use of the field but this had been refused.

The Clerk explained that this being a King George V Field this did complicate matters for Letting out the Field as the Parish Council were unable to charge rent.

The Chairman explained that the Parish Council were in the process of setting up a Protocol for use of the facilities by Sandford AFC and suggested a letter be formally written to the Parish Council setting out the request.

3) PARISH COMMENT BOOK – / MATTERS REPORTED ON THE PARISH COUNCIL WEBSITE PLUS MATTERS REPORTED TO THE CLERK AND PARISH COUNCILLORS.

NO NEW MATTERS HAD BEEN REPORTED.

4) Following the correction of a name in the MINUTES of the Parish Council meeting held on 1st December 2016 they were then confirmed and signed as a true record.

5) To report on MATTERS ARISING FROM THE MINUTES :-

a) Adoption of Mill Lane call Box. - The Clerk had confirmed with MDDC that the Parish Council would like to Adopt the Box.

At the same time it had been pointed out that the Box was in a poor state and in need of re-decoration and these comments had been passed on to B.T.

The future use of the Box was discussed and it was agreed that once a response had been received from BT a decision for the future use of the Box could be made.

b) Creedy View

PLAY AREA – The Sutcliffe Play Contractor would be returning later in January to complete the safety surfacing. The Play Area Committee had ordered a Bench and a Seat and the concrete base for one of these had been made and the second one was in the course of preparation.

At the same time an order had been placed for a Percy Penguin litter bin.

THE CLERK WAS STILL PRESSING MDDC FOR PAYMENT OF THE S106 FUNDING AND IT WAS HOPED PAYMENT OF THIS WAS IMMINENT.

CAR PARK –Cllr Miles reported on a Meeting with Veitch Penny & Co in Crediton following a letter (20th December 2016) advising that “their file had been lost”.

Alison Parker had left so Cllr Miles had met with Mr R Martin a Locum Solicitor to bring him “up to speed”.

It had been confirmed the extra time spent following the missing file would not be passed on to Sandford Parish Council.

At the Meeting with Mr Martin a suggestion had been made that instead of a 99 year Lease the Parish Council request the Freehold of the Car Park be transferred to them ?

This possibility had been conveyed to Messrs Foot Anstey (Solicitors for the Gorwyn Trust) and a response was awaited.

c) Meeting to discuss Freedom of Information (FOI) policy and Financial Regulations – The Clerk had produced copies of Model Documents used by other Parish Councils and a Meeting was set for 7.30pm on 26th January. **It was agreed that a sub committee for the Financial Regulations would be formed in April 2017 for the new financial year and with the advent of the new Councillor who was an accountant.**

d) Casual Vacancy – MDDC had confirmed that there had been no request for an Election. The Clerk had therefore approached Georgina Ford who had been interested in filling one of the two previous vacancies. Mrs Ford had accepted the offer but would not be able to take up the Vacancy until the April 2017 Meeting. **IT WAS AGREED TO CO-OPT MRS FORD TO FILL THE VACANCY.**

e) 2016 Carols in the Square – The weather had been fair and the event had gone off well. Once again the question had been asked as to who's event this was the Church or Parish Council ? It was agreed to discuss the 2017 Carols in the Square when discussing the 2017 Remembrance Service with the PCC in September.

AT THIS POINT THE CHAIRMAN AGREED TO TAKE ITEMS LISTED FOR DISCUSSION LATER IN THE MEETING.

15) 2016 CHURCHYARD GRANTS - These had been set out in the current years Precept as :-

St Swithun's PCC (Churchyard Donation)	£305.00
Sandford Congregational Church (Churchyard Donation)	£139.00

These amounts were agreed for payment. Proposed Cllr. Lee, 2nd Cllr Snow, and carried.

16) 2017 GRANTS & DONATIONS

Three applications had been received and it was agreed to make the following donations :-

Tiverton and District Community Transport	Nil
Citizen Advice Bureau	Nil
Sandford Parish Paths (New shed to be erected on the Millennium Green)	£100
To be paid once Planning Permission had been granted.	
Proposed Cllr Snow, 2 nd Cllr Stoye, and carried.	

17) BUDGET / PRECEPT 2017/2018

The Clerk had prepared a spread sheet and discussion took place on the Budget for 2017/2018. It was resolved to set the Precept at £ 12872 for 2017/2018 (Increase of 7%)

Proposed Cllr Weedon, 2nd Cllr Stephens, and carried.

6) POLICE MATTERS – Matters needing attention - None

7) REPLIES

- a) MDDC - The Tap Grant had been acknowledged and the Parish Council had been asked to suggest a specific item that the funding could be allocated to ?

IT WAS AGREED TO ALLOCATE THE FUNDING FOR KITCHEN TABLES AND CHAIRS.

- b) Parking Snows House – The Owner of the caravanette had been asked to move this and Residents had been asked not to park in this area.
- c) Devon Air Ambulance (DAA) had confirmed that they would be able to provide a Speaker for the Annual Parish Meeting (16th March). Details had also been received on the construction and funding for Landing areas for the DAA.
- d) Veitch Penny & Co – Creedy View car park (see Item 5 (b) (ii)).
- e) The British Heart Foundation had acknowledged the request for a Grant to provide a Defibrillator.

6) CORRESPONDENCE

- a) Mary Nation had written requesting an update on the Sandford AFC Lease/Management Agreement. **IT WAS AGREED TO REPLY THAT THE PARISH COUNCIL WERE IN THE PROCESS OF DRAWING UP A “PROTOCOL” WITH SANDFORD AFC.**
- b) MDDC – Consultation –Details of the Local Plan Review Proposed Submission had been received.. **CLLR WEEDON TOOK THIS DOCUMENT AWAY TO STUDY.**
- c) Details had been received of a Plough Sunday Service at St Swithun's Sandford on 15th January 2017.

9) SANDFORD COMMUNITY SPORTS PAVILION

- a) Appointment of Sub Committee Chairman – As Cllr Dalton had stood down on becoming Chairman of the Parish Council it was agreed to Elect Cllr Weedon as Chairman of the Sub committee in her place.
- b) Sports Development Plan – To be discussed with Sandford AFC.
- c) Management Agreement with Sandford AFC – The Chairman had produced a “draft protocol” and this had been circulated to the Parish Council in advance of the Meeting. The Clerk produced paper copies for distribution and various issues were raised. Cllr Weedon offered to “tidy up the document” before a Joint Meeting with Sandford AFC to discuss this document
- c) Arrangements for paying Sports Pavillion Invoices if needed mid-month were discussed. The Clerk had suggested that Cheques could be drawn mid month and be reported on the following months Agenda. The matter had been raised with Lesley Smith (DALC) who confirmed that as a Budget had been agreed this was in order.

Discussion took place over the new Bank Account for the Sports Pavillion Project and the following was agreed :-

Sandford AFC contribution of £22K cheque should now be paid into the Account.

Also the 2 x Sandford AFC MDDC GRANTS OF of £1148 = £2296.

It was agreed to draw a cheque for the Parish Council contribution of £20K but await the arrival of the MDDC Creedy View S106 money before paying in this cheque.

THE CLERK WAS ASKED TO WRITE TO LLOYDS BANK TO REQUEST A PAYING IN BOOK AND ALSO TO WARN THEM THAT AS WORK WAS DUE TO START ON THE PROJECT, ON THE 17th JANUARY, THE PARISH COUNCIL'S BANK ACCOUNTS WOULD SEE A LOT OF ACTIVITY OVER THE COMING MONTHS.

10) PLANNING

16/01785/FULL Land at NGR 285269 104995(Land off Preston Lane) East Village
Change of use from agricultural to tourism, siting of 2 shepherd huts and associated works
NO OBJECTION

16/01797/FULL Barn Orchard Higher Furzeland Coppleshorne

Retention of extension and alterations to general purpose farm building to include first floor farm office and edible and biodegradable flower confetti preparation, drying and packing area.
Temporary change of use of part of building to residential use for 12 months while dwelling approved under planning permission 14/01955/FULL is constructed; and associated works including creation of bat loft
NO COMMENT

16/01914/HOUSE 20 Meadows Road Sandford
Conversion of existing garage to include erection of a pitched roof to also cover existing passageway and provision of parking bay with dropped kerb
NO OBJECTION

14/0006 TPO (Tree Preservation Order)
Shute Cottage Sandford

Details pursuant discharged on application
14/01955/FULL & 14/01957/LBC Higher Furzeland Coppleshorne
Conversion of former threshing barn to dwelling and erection of replacement extension

Grant of permission

16/01700/FULL Lamb Inn Orchard Sandford
Change of use of orchard/amenity land to burial ground

DEALING WITH PLANNING APPLICATIONS

Discussion took place once again over suggestions for dealing with Planning applications. The need as to whether or not the applications should be printed out was also discussed and the point was made that all applications could easily be accessed through the MDDC Website. In the past a Sub Committee had been suggested ? The latest suggestion was to split the Parish into areas but it was pointed out this might not work as Councillors might have "Local Interests". In the short term Cllr M Lee agreed to take a first look at the applications in liaison with the Parish Clerk.

11) TO RECEIVE REPORTS FROM COUNCILLORS

DCC Cllr M Squires reported on a Community Safety Partnership meeting she had attended in Sidmouth. Items discussed had included Community Policing, a reduction in Burglaries and an increase in Domestic Violence.

MDDC Cllr J Binks reported on Parking at Crofts and Snows, East Village sign broken, Church alms box vandalised at Kennerleigh. A new Monitoring Officer at MDDC in Tiverton. Also modifications to the final version of the MDDC Local Plan which would include a Local Consultation at the Boniface Centre in Crediton on 25th January (12.00 – 15.00). Together with details of the Community Infrastructure Levy (Draft changes).

Cllr Binks would send details of these items to the Clerk for circulation to the Parish Council.

12) RECEIPTS AND PAYMENTS

Receipts

Lloyd's Bank (Interest December 2016)	£ 1.17
Sandford AFC (Sports Pavillion Funding)	£22,000.00
DCC (Locality Grant – Creedy View Play Area)	£2000.00

Payments

Mr M Vallance Salary £430.60, Use of Home as Office (3 months) £45.00,	
Expenses £40.70, Ink Cartridges and paper £147.10	£672.40
Sandford AFC (2016 Grass cutting)	£375.00
St Swithun's PCC (Churchyard Donation)	£305.00
Sandford Congregational Church (Churchyard Donation)	£139.00
Mrs E Dalton (Expenses regarding Sports Pavillion Contract)	£21.25
Icon Display Ltd (Sport England Sign)	£101.70
Grant Thornton (Balance of Audit Invoice)	£25.00
NBB Recycled Furniture (Bench £384.00 plus Bench £492.00)	£876.00
Amberol (Percy Penguin)	£474.00
Sandford Parish Council (Transfer of funds to Sports Pavillion Account)	£20,000.00

Cheques signed by Cllrs Keast, Miles and Snow.

13) ROADS & FOOTPATHS – No matters raised.

14) GRASS CUTTING 2016 (All areas owned by the Parish Council) - To be discussed at the next Meeting and the Clerk would draw up a list of the areas to be cut.

ITEMS 15, 16, 17 AND 18 DEALT WITH EARLIER IN THE MEETING.

18) SCHEDULE OF MEETINGS IN 2017 – The Clerk had compiled a list of dates and this was circulated and agreed.

19) ANY OTHER BUSINESS

a) Cllr Harvey reported that when Sandford AFC had demolished the old Football Club Hut under the building they had found a 3 foot “gaping hole” in the culvert.

To make this good expenditure of £600 had been incurred.

Would the Parish Council cover the cost ?

Cllr Stephens felt as this was on land that belonged to the Parish Council they should cover the cost and this would also be an investment, against any further problems, in the future.

AS THE MATTER WAS NOT ON THE AGENDA IT WAS AGREED TO DISCUSS THIS FURTHER AT THE NEXT MEETING.

20) ABSENCE OF THE PARISH CLERK – The Clerk would be away from 8th - 23rd January 2017.

21) Date of next Meeting 3rd February 2017

There being no other business the Chairman closed the Meeting at 9.50pm.

