

SANDFORD PARISH COUNCIL

Minutes of a meeting held at Sandford Congregational Church Hall 2nd FEBRUARY 2017.

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

Chairman - Mrs E Dalton
Mesdames – Keast & Yeo.
Messrs – Lee, Weedon, Stoye, Snow, Unstead
Plus Messrs Stephens and Harvey who both arrived during the Meeting.
County Cllr M Squires
Three Parishioners
Mr M Vallance (Parish Clerk)

1) APOLOGIES – Cllr Miles and MDDC Cllr Binks

1a) DECLARATIONS OF INTERESTS – None

2) OPEN FORUM

Three Parishioners were present and raised the following issues :-

Millennium Green Sandford planning application for Installation of shipping container for storage (Item 10) :-

Members explained that it was their intention (subject to Planning permission” to place a shipping container in the the car park (against the hedge). It would not be visible from the road and would be used for the storage of tools and equipment).

THE CHAIRMAN EXPLAINED THAT THE PLANNING APPLICATION WOULD BE DISCUSSED LATER IN THE MEETING.

Sandford Stores request for a dedicated Parking Space next to the Shop”. (Item 8a) :-

A Representative of the Committee said that in view of their “declining shop sales”,and reduced foot fall they wished further consideration be given to their previous “Request for a dedicated Parking Space next to the Shop”.

A discussion then took place over the the ongoing Parking issues in the Square which it was pointed out was within the Village Conservation Area.

COUNTY CLLR M SQUIRES FELT THE BEST OPTION WAS TO ERECT AN ADVISORY SIGN OUTSIDE THE SHOP.

IT WAS AGREED TO REQUEST A MEETING WITH DCC (HIGHWAYS), MDDC, AND THE POLICE TO DISCUSS THE MATTER.

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

A request had been received (via the Website) from Mr M Upcott in Exmouth requesting his name be included on any Grass Cutting Tender List.

4) The MINUTES of the Parish Council meeting held on 5th January 2017 were confirmed and signed as a true record.

CLLR STEPHENS REQUESTED THE PARISH COUNCIL MINUTES “BE MORE DETAILED”.

5) To report on MATTERS ARISING FROM THE MINUTES

a) Adoption of Mill Lane Call Box.(See item 7h) – The Clerk reported that B.T. had sent the Contract to Adopt a Box which was signed by the Chairman and a payment of £1 had been agreed. B.T. also offered to supply paint to re-paint the Box and asked the number of pains of grass in need of replacing ?

IT WAS FORMALLY PROPOSED THAT THE PARISH COUNCIL WOULD “ADOPT THE BOX”. PROPOSED CLLR YEO, 2ND CLLR STOYLE, AND CARRIED AND THE CHAIRMMAN SIGNED THE CONTRACT ON BEHALF OF SANDFORD PARISH COUNCIL.

IT WAS AGREED TO DISCUSS SUGGESTIONS FOR THE ALATERNATIVE USE OF THE CALL BOX AT THE NEXT MEETING.

b) Creedy View Play area and Car park – The Contractors were returning in February to complete the Safety Surfacing.

It was agreed that the Clerk could now pass the cheque (drawn on 1/12/2016 for £19119.60) for payment to Sutcliffe Play (SW) Ltd.

The two Benches and Percy Penguin had been installed.

c) Meeting to discuss Freedom of Information policy and Financial Regulations (26/1/2017) – Cllr Unstead reported on this Meeting. After the Meeting he had produced draft copies of the two documents which the Clerk had copied off and were distributed.

IT WAS AGREED THAT THE PARISH COUNCIL WOULD CONSIDER THE DRAFT DOCUMENTS AND REPORT BACK TO THE MARCH 2017 MEETING WHEN THEY COULD BE FORMALLY ADOPTED.

ONCE THE NEW FINANCE COMMITTEE WAS FORMED THEY COULD CONSIDER THE NALC “FINANCIAL REGULATIONS DOCUMENT” (22 pages) SOME ASPECTS WHICH WAS FELT DID NOT APPLY TO SANDFORD PARISH COUNCIL THE CHAIRMAN PROPOSED A VOTE OF THANKS TO CLLR UNSTEAD..

6) POLICE MATTERS – Cllr Stephens reported on local matters including burglaries at Meadowside, also at New Buildings, and Morchard Bishop.

The NFU had recently met with the Police Commissioner and explained that currently of their time 20% was spent by the Police on Crime and the amount of time dealing with Mental Health issues had risen to 30%..

The new Police and Crime Bill would be introduced in April 2017 and there was a suggestion to take away P.C.S.O.'s and there was a suggestion to replace them with Voluntary trained Police Wardens in each Village.

There were also concerns in the South West for Terrorism, Music Festivals and Safety on Beaches. Also Fly-tipping.

7) REPLIES

a) Viridor Credits – The Grant application had been unsuccessful.

The Chairman expressed her thanks for the work put into the application by those involved.

b) DCC – A Grant had been agreed by “Investing in Devon” for £2000 to be spent on a kitchen for the Sports Pavillion. Ctty Cllr Squires had also indicated any money unused could be put towards the cost of covering over the recently discovered culvert under the building which had to be filled in before construction could commence (£650). Cllr Squires agreed to send a claim form to the Clerk

for completion.

c) Sandford Congregational Church and St Swithun's PCC had sent letter of thanks for their Churchyard donations

d) Veitch Penny (Creedy View grass verge and car park) had responded to the position over the likely costs still to be paid in view of them "losing the file". They advised that they were prepared to "reduce their fee.....to the sum of £750 plus Vat and any disbursements". **THE PARISH COUNCIL DID NOT FEEL THIS WENT FAR ENOUGH. IT WAS AGREED THAT THE MATTER SHOULD NOW BE TREATED AS A FORMAL COMPLAINT. THE CLERK WAS ASKED TO CONVEY THIS TO VEITCH PENNY AND TO REQUEST A COPY OF THE RELEVANT COMPLAINT FORM. IT WAS AGREED THAT THE CHAIRMAN AND CLLR WEEDON WOULD REQUEST A MEETING WITH VEITCH PENNY.**

e) British Heart Foundation advised that Sandford had been donated a Defibrillator. Cllr Yeo confirmed delivery .

Cllr Yeo advised that a package had arrived including the mannequins and training material. The next action would be to arrange Training Sessions in the Parish.

The Defibrillator would be erected outside Sandford Stores and The Crossing had kindly agreed to cover the installation costs.

IT WAS AGREED TO FORM A GROUP TO MAINTAIN THE EQUIPEMT AND ARRANGE THE TRAINING AND INSTALLATION.

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

IT WAS ALSO AGREED TO FIND A SPEAKER ON THIS TOPIC FOR THE ANNUAL PARISH MEETING.

f) Community First had sent an Insurance quote for Sports Pavillion (to cover building and contents) of £426.25. The Clerk had also asked Jeremy Atkins (NFU Mutual) to give his comment to this quotation in view of his previous review of the Parish Council Insurance cover.

Discussion took place over the consents cover which included tables and chairs and how many of each would be needed depending on the use of the Pavillion by the Community.

The question was also asked as to whether it would be used for Parish Council Meetings ?

g) MDDC (TAP Application)- The Chairman had replied to the enquiry asking how the Grant was to be spent advising this would be used for the purchase of tables and chairs for the new Sandford Community Sports Pavillion.

h) B.T. Had sent a the Contract to Adopt a Box (dealt with at Item 5a).

was signed by the Chairman and a payment of £1 had been agreed. They also offered to supply paint to re-paint the Box and asked the number of pains of grass in need of replacing ?

8) CORRESPONDENCE

a) Sandford Stores had written requesting the provision of a "Dedicated Parking Space" outside the Shop. (Dealt with at item 2).

b) DALC – Monthly Newsletter – Details included a suggested November 2018 Commemoration to mark the end of WW1. Also details of the annual ballot for an invitation to the Royal Garden Party As this request had to be submitted by 1st February the Chairman name had been put forward. Also an update on the Transparency Code.

c) MDDC had sent an invitation to the Chairman's Civic Service (Cullompton 12th March 2017) – The Chairman hoped to attend

d) South West Water confirmed details of the proposals at Sandford Sports Pavillion.

e) DCC Highways gave detail of the Community Enhancement Fund for Maintenance

f) DCC (PROW) – Notice of Hearing regarding Restricted Byway No 50 Sandford (10.00am on 26th April 2017 at Sandford Congregational Church.

(Tania Weeks (DCC P/R.O.W) had replied to an enquiry from the Clerk regarding the Public

Enquiry setting out the current position and the format of the Enquiry which had been circulated to all Councillors.

g) ROSPA – 2017 Play Area Safety Inspection – This was not needed as the main play area was out of use and the Creedy View Play area had only recently been installed.

h) Coppleshone Youth Football Club Request to use Sandford Playing Field) – The Chairman had written as suggested to raise 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 and some of the Youngsters lived in Sandford .

They had previously asked Sandford AFC for use of the field but this had been refused.

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.

(County Cllr Squires declared a “Private Interest”.)

9) SANDFORD COMMUNITY SPORTS PAVILION

a) Sports Development Plan - It was agreed that this could be dealt with by Sandford AFC.

b) Management Agreement with Sandford AFC – Cllr Weedon had made a start on the necessary revisions to be considered at the March Meeting.

c) Payment of bill for works to Culvert – These works had been carried out (£650) and Cllr Squires agreed to fund this from her DCC Locality Funds.

(Cllr Harvey was dealing with the £2000 DCC Locality Funding grant and Cllr Dalton agreed to produce the necessary paper work from the Parish Council to support the application).

d) Progress Report – Work had started on time and the Weekly Progress Reports (1,2 3 and 4) written by Andrew Webb had been circulated to the Parish Council.

I) Colour scheme – It was agreed this would match the neighbouring properties.

II) Cherry Tree – It was reported that as the tree was in the way of the building works, and was in the way of electrical cables it would need to be removed. As the area fell in the Sandford Conservation Area it was agreed to take advice from MDDC.

10) PLANNING

17/00058/CAT The Old Rectory Sandford

Notification of intention to carry out works to 1 oak, 1 cherry, 1 silver birch and to Coppice 1 oak tree within the Conservation Area

NO OBJECTION

17/00045/HOUSE 9 Brady Close Sandford

Erection of two storey extension

NO OBJECTION

17/00071/HOUSE Rose Cottage East Village

Erection of two storey extension

NO OBJECTION

17/00105/FULL Millennium Green Sandford

Installation of shipping container for storage

NO OBJECTION

17/00161/HOUSE Hollycroft Cottage The Square Sandford
Erection of first floor extension over existing garage
NO OBJECTION

17/00186/HOUSE Workshop Vellake Sandford
Improvement of existing barn accommodation including formation of gable end, new slate roof and conversion of work shop to music room
AS THIS WAS A NEW APPLICATION IT WAS AGREED THAT CLLR LEE WOULD LOOK AT IT AND PASS HIS COMMENTS ON TO CHAIRMAN, AND CLERK, FOR ONWARD SUBMISSION TO MDDC.

Approval
16/01347/CAT 126 Shute Cottage Sandford
Notice to reduce 2 ash trees by 6 metres and pollard all growth off back to main branches

11) TO RECEIVE REPORTS FROM COUNCILLORS

Cllr Squires reported that both DCC and MDDC were presently discussing their Budget for the forthcoming new financial year.

MDDC were also discussing the housing of Syrian refugees and Litter Picking.

12) RECEIPTS AND PAYMENTS

Receipts

Lloyd's Bank (Interest January 2017))	£ 1.26
MDDC (S106 funding Creedy View)	£15933.00
HMRC(VAT refund)	£3232.50
Lloyd's Bank (Compensation paid 14 th November 2016)	£200.00

Payments

Cheque drawn 28 th January 2017	
R.J Stevens (Sports Pavillion Invoice dated 19 January 2017)	£25010.05
Signed by Cllrs Yeo, Snow and Harvey.	
Mr M Vallance Salary	£430.60,
Lloyd's Bank 2 x £1148 TAP Grants (To Sandford Community Sports Pavillion Account)	£2296.00

Cheques signed by Cllrs Keast, Stoyale and Yeo

Discussion took place over :-

- The number of Signatories on the Bank Account and it was agreed that ALL Councillors should be included. **TO BE PLACED ON THE MARCH AGENDA**
- The number of Councillors who signed the Cheques (currently three) – It was agreed to leave this the same.

- Annual Parish Meeting (16th March 2017) – Further arrangements were made and the Clerk confirmed that Devon Air Ambulance would provide a Speaker in addition to a Speaker on the new Sandford Defibrillator agreed earlier in the Meeting. The Clerk agree to produce a draft Poster.

14) ROADS & FOOTPATHS – It was noted that the “patching” at Long Barn was to take place in February. The Clerk had reported that the “Shute Stream” fencing had been badly damaged and the footpath outside “Homeside” in the Square was in need of further maintenance.

15) GRASS CUTTING 2016

The Clerk had prepared a list of areas currently owned by the Parish Council :-

The period was agreed for 1st April 2017 to 30th September 2017

- 1) Play Area at Creedy View Sandford – It was agreed this needed to be cut fortnightly
- 2) Grass verge around the Sandford Sign at the entrance from Crediton – It was agreed this needed to be cut monthly.

Future Areas – Later in 2017 would include :-

A) Play Area at Sandford Playing Field

(Currently out of action due to Building works for Sandford Community Sports Pavillion)

B) If acquired Car Park verges and Grass Bank against Sandford Parish Hall at Creedy View

It was agreed to obtain Estimates from the following Contractors :-

- A Northcott at Meadowside Road Sandford
- G Hooper who cuts the Churchyard Grass
- S McCulloch who came to the December 2016 Meeting to introduce himself
- Mark Upcott from Exmouth who had sent a request to be included in any Grass Cutting Tenders via the Parish Council Website .

Estimated to be discussed at the March Meeting.

16) ANY OTHER BUSINESS

a) Annual Village Spring Clean – To be discussed at the March Meeting.

17) Date of next Meeting 2nd March 2017

THERE BEING NO OTHER BUSINESS THE CHAIRMAN CLOSED THE MEETING AT 9.45PM.