

## SANDFORD PARISH COUNCIL

Minutes of a meeting held at Sandford Congregational Church Hall 11<sup>th</sup> MAY 2017.

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

Chairman - Mrs E Dalton

Mesdames – Keast and Ford.

Messrs – Lee , Unstead, Snow and Weedon

Messrs Harvey & Stephens (both arrived during the Meeting.)

County Cllr M Squires (Left during the Meeting)

Cllr Binks MDDC (Left during the Meeting)

There were no Members of the Public in attendance

Mr M Vallance (Parish Clerk)

### **“Creedy Bridge” - Presentation by Gleeson's followed by Question and Answer Session**

As the Speaker failed to turn up the Presentation did not take place.

- 1) ELECTION OF CHAIRMAN AND VICE CHAIRMAN  
CHAIRMAN – Cllr Dalton was re-elected unanimously  
VICE CHAIRMAN – Cllr Weedon was elected with one abstention.

1a) APOLOGIES – Cllr Yeo.

1b) DECLARATIONS OF INTERESTS - None

2) OPEN FORUM – No members of the Public Present.

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

The Clerk reported the ongoing problems of Parking in and around the Square.

Only recently the 369 Bus had been unable to get into the Square due to vehicles parked outside Star House. The Driver had needed to reverse the bus and exit the Village, There were also the same issues with cars parking at the top of Rose and Crown Hill causing problems when the bus (and any Emergency Vehicle) needed to enter the Square.

The damaged footpath outside “Homeside” The Square had been repaired once again with material out of place in the Sandford Conservation Area. The MDDC Conservation Area Officer had advised the Clerk that these areas received no special treatment when road/footpath repairs were carried out. Steve Tucker (Devon Highways) had been in Sandford recently and had confirmed that the request for a Dedicated parking space outside Sandford Stores was receiving consideration. He felt at the same time the Parish Council needed to consider Yellow Lines to assist the ongoing problems ? The Clerk also reported an offer by a Parishioner to gift them a Metal Bollard that had once been outside the Lamb Inn.

**IT WAS RESOLVED TO CALL A MEETING WITH STEVE TUCKER (DCC HIGHWAYS) AND THE EMERGENCY SERVICES.**

4) Following correction the MINUTES of the Parish Council meeting held on 6<sup>th</sup> April 2017 were confirmed and signed as a true record.

5) To report on MATTERS ARISING FROM THE MINUTES

- a) Suggestions for the use of the Mill Lane call Box – It was felt the best suggestion was to convert this to an Information Point for Parish Walks. It was agreed to review the current Sandford Walks, published by MDDC some years ago, and see if it could be updated with coloured pictures.
- b) Creedy View Car park. The Clerk reported an email received giving an update from Veitch Penny on the transfer of the Car park to Sandford Parish Council.

The following was noted :-

*“ Payment of legal fees – the Gorwyn Trust is gifting the land to the Council for no consideration however they will require their costs to be met for this transaction. Foot Anstey estimate that their fees will be in the region of up to £4,000 plus VAT and disbursements (Land Registry fees, postage and photocopying etc.). Once again they ask for a formal undertaking to pay those fees up to the sum of a further £4,000 plus VAT and disbursements whether or not the matter completes. These fees are in addition to the money already paid. Because you are re-reimbursing the Trust's legal fees and the Trust cannot recover the VAT then the Council cannot recover that VAT. I have not had an estimate of the likely cost of transferring the land from Summerfield.*

It was pointed out that the The Parish Council did not have the finance to pay a further £4000 to Foot Anstey. Also out that the Parish Council had already paid over £1900 to Foot Anstey as part of the Gorwyn's Legal costs which it was understood also covered part of Summerfield Homes costs. The Chairman agreed to respond to Veitch Penny, and Mrs M Ellis, advising that the Parish Council just did not have the type of finance available.

It was also agreed to obtain a quotation from another Solicitor and to take advice from Lesley Smith at DALC, and the MDDC Solicitor.

Both Councillors Stephens and Lee declared a Private Interest.

c) Defibrillator Training Event - It was reported that this had been a great success.

d) Village 2017 Spring Clean – It was hoped to carry this out in advance of the Opening of the Sports Pavillion on 8<sup>th</sup> July 2017. It was noted that the local Parish Council at Whitestone had been advised that their Volunteers would not be covered for Insurance purposes for any areas outside the 30mph speed limit.

e) The Chairman and Cllr Unstead had both attended the DCC Inspector Visit on the matter of Footpath 50.

The Inspector had taken details from those involved and would report his finding and decision in due course. It seemed the option may be to make this Footpath a Restricted Byway ?

6) POLICE MATTERS – It was noted that a vagrant was camping in the Woods near East Village.

7) REPLIES

a) Veitch Penny (Dealt with at item 5c)

8) CORRESPONDENCE

a) The MDDC Monitoring Officer had written reminding Councillors' to ensure their Register of Interest Forms were regularly updated for any changes.

She also went on to say that as Monitoring Officer “the majority of queries and complaints are in connection with a Councillor's interests”.

b) DCC (P.R.O.W.) had written confirming the 2017/2018 Parish Paths Grant had been paid and wished to extend their thanks to those involved.

## 9) SANDFORD COMMUNITY SPORTS PAVILION

a) Management Agreement with Sandford AFC – This was now in place.

b) Progress Report – Andrew Webb had circulated the latest report and the works were well on schedule.

c) Funding Update – As the Project was nearing completion it was felt important that the Parish Council were updated on the latest Pavillion finances both income and expenditure to date and that anticipated to completed the Project..

Cllr Stephens felt that Sandford AFC should be asked to contribute at least another £2000 to the Project.

Discussion also took place over the MDDC S106 Funding that had been awarded to the Project. Both Cllrs Stephens and Miles did not feel that the Parish Council had been kept up to date on this matter. Previously it had been agreed part of this could be used for the much needed re-refurbishment of the play area at the Playing Field.

The Chairman explained that the use of the S106 Funding had been agreed at the April Meeting. As stated in the Minutes of the Meeting funding was principally for the electricity re-connection charges and external works to enable disabled access and full use of the building. Negotiations had then been needed to take place with Upton Hellions Parish Meeting as they share part of the S106 Funding. The funding that they needed (for repairs to the Church wall) did not qualify. The suggestion of using the S106 funding for the Pavillion had been put forward and they had agreed to support the Project and felt in future they would be able to make use of the Community Room for their future Meetings. Matters had then moved on with both Cllrs Squires and Binks agreeing to the use of the S106 funding and MDDC had confirmed that the sum of £6934 would now be paid over to the Parish Council.

Cllr Squires felt that the Parish Council needed to make an application to the MDDC TAP Fund for funds towards the refurbishment of the Play area.

**IT WAS STILL FELT THERE WAS AN URGENT NEED FOR A FINANCIAL STATEMENT TO BE PRESENTED TO THE PARISH COUNCIL SETTING OUT CURRENT FINANCES AND THE PROJECTED COSTS TO COMPLETE THE PROJECT.**

**CLLR WEEDON AGREED TO COMPILE A SCHEDULE AND AN EXTRA ORDINARY MEETING WAS CALLED FOR 23<sup>rd</sup> MAY AT 7.30PM TO DISCUSS THIS.**

d) Official Opening – This had now been confirmed for the afternoon of Saturday 8<sup>th</sup> July 2017 as part of the Sandford Festival being organised by Sandford Scouts.

Sandford AFC had agreed that the Festival Organisers could have use of the field for parking.

Andrew Webb was still in touch with Exeter City FC regarding one of their Players carrying out the Opening Ceremony.

It was agreed to have a Cake (fruit) and also to contact Barnie Butterfield to obtain Sandford Cider for the Toast.

The Clerk would compile a list of people to Invite to the Opening and Parish Councillors were asked to submit names of anyone for inclusion.

## 10) PLANNING

17/00545/PNCOU “Valley View” Sandford

Prior notification for the change of use of office building to dwelling under Class 0

Grant of planning permission :-

17/00409/HOUSE 16 Linhay Park Sandford

Erection of two storey extension following demolition of porch

#### 11) TO RECEIVE REPORTS FROM COUNCILLORS

Cllr M Squires advised that Peter Heal from Lapford was now the Chairman of MDDC.

Cllr J Binks had been appointed to the MDDC Standards Committee.

#### 12) RECEIPTS AND PAYMENTS

##### Receipts

Lloyd's Bank (Interest April 2017)	£0.23
Sport England (Final Grant payment ) (Paid into Pavillion Account)	£11096.00

##### Payments

28/4/2017 Transfer of Pavillion VAT paid over to Pavillion Account	£13087.99
Mr M Vallance Salary	£444.63
Lloyd's Bank (Bank charge Returned cheque on Pavillion Account)	£35.00
Mr R Carter (Weed Spraying)	£230.00
Mr S McCulloch (Grass Cutting)	£68.00
Sandford Parish Hall (APM)	£20.00
Mrs E Dalton (New kitchen plus carriage)	£399.00
Community First Trading (Insurance renewal)	£350.62
Mr R Stephens (Pavillion)	£19932.19

Cheques were signed by Councillors Stephens and Snow.

12a) The 2016/2017 Accounts were then presented by the Clerk and were formally Adopted by the Meeting.

The Clerk thanked Cllr Miles for her assistance in balancing the books and reported that the Internal Auditor Chris Cole had found no issues arising from the Accounts.

The Chairman and the Clerk then completed the entries on the Annual Return ahead of their submission to the External Auditor.

It was agreed to look at the Parish Council Reserves once the External Audit had been completed.

#### 12b) REVIEW OF FINANCIAL ARRANGEMENTS and FORMATION OF FINANCE SUB COMMITTEE

The Clerk reported that he was now able to deal with the Parish Council's Bank accounts over the phone with Lloyd's Bank.

He also advised that for the current year 2017/2018 the Chairman was in the process of preparing spread sheets for dealing with the Council's financial affairs instead of using the current Receipts and Payments Book.

The following were elected to the Finance Sub-Committee – Cllrs Miles, Ford and Harvey.

In accordance with the new Financial arrangements the Sub Committee would meet quarterly with

the first Meeting at end of June 2017.

13) ROADS & FOOTPATHS – Sandford Square (Discussed at item 3).

14) 2017 BEST KEPT GARDENS CONTEST – It was agreed to ask the new Owners of the Crediton Garden Centre to Judge this event.

15) ANY OTHER BUSINESS

a) The absence of the Parish Clerk was noted for a few days in the coming week.

b) Councillor Harvey reported the problem of Stinging Nettles in the border of the Creedy View Play and it was agreed to ask Steve McCulloch to attend to this matter. The need for erecting Dog Fouling signs at the Play Area was also stressed.

16 ) Date of next Meeting 1<sup>st</sup> June 2017

There being not other business the Chairman closed the Meeting at 9.25pm.