

SANDFORD PARISH COUNCIL

Minutes of a Meeting held at Sandford Parish Hall, 8.00pm, on Thursday 2nd November 2023.

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

Chair – Cllr R Ward

Parish Councillors - P Larcombe, J Crooke. M Snow, D Crosby, B Fyfe. L Hooper, and D Hope.

Both Cllrs P Sandys, and J Stephens (arrived during the meeting).

MDDC Cllr H Tuffin (arrived during the meeting)

Parish Clerk Mr M Vallance Two Parishioners

- 1) The Chair opened the Meeting and welcomed the two Parishioners.
- 2) Apologies MDDC Cllr M Jenkins, DCC Cllr M Squire, Cllrs Stoyale and Miles
- 3) Declarations of Interest – None
- 4) The MINUTES of the Parish Council meeting held on 5th October 2023, which had been circulated, were after a correction to the date of the Planning Meeting (21st September) confirmed and signed by the Chair as a true record.
Proposed Cllr Hooper, 2nd Cllr Crooke, and carried
- 5) Open Forum - No matters raised
- 6) Matters Arising
 - a) Shute Stream - The stream had been cleared out and the Invoice from S J Willis Ltd and was still under discussion. **JS**
 - b) Road water issues at Coppice Lane – It was confirmed that the problem was still occurring despite Cllr Crooke having “rodded” the pipes further upstream.
It was felt that the problem was due to a blocked pipe under the road and it was agreed to pass this matter on to DCC Cllr M Squires. **MV**
 - c) Drain covers at Sandford Playing Field - A quote for this “Emergency Repair” had been received from S J Willis Ltd for £560. Subject to confirmation that the replacement covers would be “cast iron” or something equally as durable it was agreed to accept this quote. **MV**
 - d) Michael Lee Memorial Seat - The Lee family had accepted the suggestion to acquire a Chunky Monkey 6ft Seat, also the suggestion to erect it on the Public Open space to be created at “Weavers Way”, and had offered to cover the cost of supplying the seat. It was felt that the funds already received could go towards a Tree and the seat installation costs.
MV

e) Autumn Tidy up – Although only four people had turned up for this event the area from the Square up to “Gaters”, including the entrance to “Crofts”, had been thoroughly Weeded. On the same morning Parishioners had participated (e.g., Orchard Close) tidying up and Weeding outside their properties.

a) **Committee and Sub-committee feedback**

Planning Committee – The follow up comments to Justin Denno (Belfield Developments), on outstanding issues, were being finalised and would be sent off shortly.

A copy of the letter would be sent to Adrian Devereaux (MDDC) Planning. **MV/SM**

b) Finance Committee – A meeting had been held on 23rd October 2023. Items discussed had included :-

- S106 funding
- Insurance
- The Register of Assets List
- Insurance update
- Changes to Banking
- Re investment of capital, short term 3 months or long term 12 months, to attract a higher rate of interest.
- Budget/Precept for 2024/2025 which would be discussed further at the next meeting set for 20th November 2023.

Parish Council Committees were asked to submit their bids for finance ahead of the Meeting. **MV**

As of 30th September 2023, the Parish Council funds at Lloyds bank stood at £42,929.18

Sandford Community Sports Pavilion – The Pavilion had now been up and running for 6 years and it was agreed it was time to re visit the Agreement between the Parish Council and Sandford AFC. **RW**

The Financial Risk Assessment had been updated to serve the need of Sandford Parish Council and this was Adopted. Proposed by Cllr Snow, 2nd Cllr Hope, and carried.

b) Communications Committee – The current Parish Council Website was under discussion. Cllr Crosby had been speaking to Vision ict Ltd over various “add Ons” to enhance the current Website e.g., being able to add photographs, extra pages, the use of Parish Council email addresses etc. Training was also available.

At the same time, following a contact at the DALC AGM, enquiries were being made regarding an alternative Parish Council Website offered by Aubergine also a supplier Cloudy IT who did overall IT services.

It was agreed in the short term to remain with Vision ict Ltd as Website Host. It currently provided basic needs, but it was agreed a review and update of the Sandford Parish Council website would be advantageous.

DC

Parish Surgery – Cllr Hooper had attended the St Swithun’s “Coffee and a Chat” get together to introduce herself. By coincidence the Crediton PCSO Team had paid a visit at the same time.

- c) Play Area Committee – Cllr Hope gave an update on the proposed Basketball court update, and in particular its location.
It was agreed to convene a Meeting with interested parties to include Sandford AFC, Sandford Tennis Club, and the Munday family to discuss and agree the way ahead.

DH

The Chair asked if the 2023 ROSPA reported had been reviewed and any recommendations adopted ? This was confirmed.

- f) Projects Committee - It was agreed that this Committee would in due course take on the proposed Sandford Neighbourhood Plan.

RW

- g) Staffing matters Sub-committee – Meeting to be arranged.

7) Planning

23/01609/ Land at NGR 283084 102432 (Fanny's Lane) Sandford Devon

Non-Material Amendment for 21/00276/MFUL to allow changes to plot 6 double garage to single garage with office - NO COMMENT

23/01315/HOUSE 1 Creedy View Sandford Crediton - Erection of a front porch, rear lean-to and installation of 2 rear dormer windows - RECOMMEND APPROVAL

23/01643/FULL Land and Buildings at NGR 286218 104765 (Dovers Linhay) Cheriton Fitzpaine Devon Grid Ref: 286133 / 104946 Parish: Cheriton Fitzpaine 12

Erection of a dwelling and associated infrastructure following demolition of existing agricultural building utilising the Class Q fallback position - NEIGHBOURING PARISH NO COMMENT

23/01610/FULL “Linscombe Farm” New Buildings Sandford

Variation of Condition 2 of 21/00887/FULL - Erection of 5 dwellings with associated works following demolition of existing agricultural building - for amended plans to include plant room within the internal fabric, rationalising the form, reducing ridge and eaves height - NO OBJECTION

23/01504/FULL Land and Buildings at Welland Down Farm Sandford - Conversion of 3 redundant barns to dwellings

Following a Site Meeting the Parish Council comments had been submitted to MDDC Planning :-

“NO OBJECTION - However the Parish Council have concerns as to whether the current borehole will be capable of serving the extra three properties planned.

The current property is served by the Neighbouring bore hole.

If a new bore hole is proposed experience shows that these generally dry up within a few years. These bore holes also have the potential to deplete neighbouring bore holes and hence are not sustainable.

Also, there is concern over the smaller sizes of 2 of the three properties being applied for”.

23/01550/CAT Sandford Congregational Church Reduction of 2 yew trees, by 2.5 m in the Conservation Area - NO OBJECTION

8) Items for Discussion / Proposals:

Road Warden – To date no expressions of interest had been received.

D Day 80th Anniversary (6th June 2024) – The Lord Lieutenant confirmed that one of his Deputies “would be delighted to attend and Light the Beacon”.

(The Sandford Coronation, plus the QE 90 Celebrations, and Sandford Pulls Together Scrapbooks were currently at County Hall in Exeter on display for a Meeting of the Lord Lieutenant, and his Deputies).

2024/2025 Precept – Discussed see Minute 6a (a).

9) Council Feedback

a) Mid Devon District Council – MDDC Cllr Tuffin was able to confirm that a Public Meeting, to discuss “Crofts Parking” in connection with the proposal to build the Sandford Zedpods, would take place at Sandford Parish Hall on 15th November 2023. Both MDDC Cllrs, and Sandford Parish Council, had been informed of this meeting by Parishioners ahead of finally being notified by MDDC.

b) Devon County Council – DCC Cllr M Squires was not present

10) Correspondence

a) Di Martin had sent an email on the matter of Weeding.
She expressed disappointment that she had not been consulted over the decision taken by the Parish Council as to how to deal with the Weed problem in 2024.
Also, that the hand weeding by her “and 9 others” had not been recognised.
Cllr Ward offered to arrange a meeting with the Parish Council, Di Martin, and Steve McCulloch to discuss the topic of Weeding.
It was agreed to press on with the suggestion to encourage Parishioners to undertake to look after the Weed problem, and tidy up in their area of the Village and in particular outside their own properties.

b) Mrs J Hope – Sandford Welcome Pack

Some years ago, the Church had started delivering Welcome Packs to anyone new who moved into the parish.

The Packs included welcome letters from the Parish Council, the school, the church, a copy of the Crossing, a bus timetable, and collection dates for rubbish etc. The Millennium Green had included their newsletter, and the shop a letter and voucher for £5.

Mrs Hope asked if the Parish Council's Communications Committee would like to take this on ?

It was agreed that the Communications Committee would review the current pack, and update it.

Sandford Stores could be asked to take over the responsibility of distribution given their position as Parish Hub ?

c) DCC Highways – Road Closure East Village Cross to Cross Hill Cross (8th January 2024) “Safe access to erect New pole on verge”

d) A “Back Lane Resident” had raised further issues on ongoing Parking problems in that area.

It was considered that “Sandford Parking Hot Spots” had been reported to DCC Highways (HATOC) and the result of their findings, and proposals, would be received in the Spring of 2024.

Cllr Sandys offered to review Parking issues and come up with proposals to help ease the problem **PS**

e) Eddie Trick had written concerning the Planning Meeting on the 21st September 2023 and in particular the reference to the land being “Gifted” to the Parish Council.

It is minuted that ' I asked whether he could have access over this land to his meadow' Correct, but what I also said was (and was eventually accepted I think by all in attendance) that it was also vitally important for the parish to have access to the area of ground to the East of our paddock as it will require regular maintenance to keep the tree safe and presumably to make the area an asset rather than an overgrown eyesore.

These comments were noted.

He also requested an invitation to attend the proposed Site Meeting with MDDC and Belfield Developments.

It was agreed to respond advising that outstanding matters were currently being dealt with by a letter to Belfield Developments, copying in Adrian Devereaux (MDDC) Planning.

On the issue of access for Mr Trick to his Meadow, across the “Gifted” land, it was pointed out that he would need to contact the Developers as they were the current owners of the land in question and not Sandford Parish Council. **MV**

11) Replies – None.

11a) Matters reported to the Clerk – Covered elsewhere on the Agenda.

Police Matters – A response to Parking issues on Back Lane had been received to say this was not a Police responsibility but any incidents “should be reported to the Local Authority”.

12) Receipts & Payments

Receipts

MDDC Half year Precept	£16586.00
HMRC (VAT repayment)	£116.75

Payments

Mr M Vallance Salary £557.00	Use of Home (June 2023) £54.00	£611.00
Sandford Parish Hall (Hall hire x 4)		£100.00
Mr R Ward (Mileage claim to attend DALC AGM)		£16.20
The Poppy Fund (Wreath)		£20.00
PKF Littlejohn External (Audit 2022/2023)		£252.00

Cheques signed by Cllrs Snow and Stephens

The Lloyds Bank Mandate form to delete Elizabeth Dalton as a Signatory was signed by Cllrs Snow and Stephens.

13) Remembrance Sunday – The Service would take place on 12th November 2023 at St Swithun’s at 10am then moving down to the Square for the 11am Act of Remembrance. A Poppy Wreath had been purchased and this would be presented by the Chair.

14) Christmas in Sandford - Due to unavailability of the Musicians, on the preferred dates, there would be no Carols in the Square.
The Landlord of the Lamb Inn gave details of the events that he was organising at this time

15) Councillors Forum

a) It was pointed out that the Sandford Parish Community Emergency Plan was in need of updating. (Last reviewed 5th September 2013).

b) Mill Lane call box – A suggestion was made to turn this into a Board Games Library.
LH

16) Annual Review of the Clerks Salary

This item was discussed “in camera” at the end of the Meeting.

, The Clerk left the room whilst this matter was discussed.

A proposal was put forward that the Clerks salary needed to be re-aligned with NALC guidelines.

It was proposed to align the pay scale in accordance with the Clerk's years of experience, backdated to 1st April 2022.

Proposed Cllr Fyfe, 2nd Cllr Ward, and carried.

The 2023-24 pay award had not yet been published.

17) Date of next Meeting – 7th December 2023, 8.00pm, Sandford Parish Hall

The Chair closed the Meeting at 10.04pm.