

SANDFORD PARISH COUNCIL

Minutes of a Meeting held at Sandford Community Sports Pavilion, on Thursday 2nd May 2024.

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

Chair: Cllr R Ward (Chair)

Parish Councillors: L Hooper, J Crooke, D Hope, B Fyfe, M Snow, R Stoye, D Crosby, J Stephens, and P Sandys.

DCC: Cllr M Squires

Three Members of the Public (one only part of the meeting)

1) **The Chair welcomed everyone to the Meeting.**

a) **Election of Chair and Vice Chair:**

Chair - Richard Ward. Nominated by Cllr L Hooper (2nd Cllr D Crosby) and duly Elected.

Vice Chair - Jim Stephens. Nominated by Cllr R Stoye (2nd Cllr M Snow) and duly Elected.

b) **Review of Sub Committees:**

The sub committee composition was agreed as follows:

Play Area: Cllrs D Hope, B Fyfe, M Snow

Finance Committee: Cllrs S Miles, D Hope, P Larcombe, M Snow

Planning: Cllrs S Miles, P Larcombe, J Stephens, J Crooke, and R Stoye.

Communication & Projects: Cllrs L Hooper, D Crosby, P Sandys, R Ward, J Stephens (and Chris O'Connor)

Staffing Matters: Cllrs B Fyfe, P Larcombe, L Hooper

(Plus, Chair – Ex Officio to all Committees)

2) **Apologies** – MDDC Cllr H Tuffin and SPC Cllr P Larcombe

3) **Declarations of Interest** – None

4) **MINUTES of the Parish Council meeting held on 4th April 2024** – These had been circulated ahead of the Meeting and, after clarification over a comment about the Play Area were confirmed and signed by the Chair as a true and correct record. Proposed Cllr Stephens, 2nd Cllr Fyfe, and carried unanimously.

5) Open Forum items raised:

- a) Proposed Planter at the entrance of East Village
A Resident from East Village spoke on the suggestion put forward by Parishioners at East Village.
The costs (approx. £640), and specifications, were discussed together with the possibility of part funding from Sandford Parish Council.
DCC Cllr M Squires advised that before any action could be taken it would be necessary to establish the Ownership of the grass verge and offered to contact DCC to establish this.
It was agreed once clarification had been received the Project Committee could discuss the way ahead over finance etc.
- b) A Resident from Meadowside asked what progress had been made on the proposed path from Snows up to the Furlongs Footpath?
It was confirmed that this proposal was still being progressed.
Concern was also expressed that the 369 Bus had recently become lodged in a pothole at New Buildings.

6) Matters Arising

- a) “Furlongs Footpath” Meeting – Cllr M Snow had met with Richard Spurway (MDDC Footpath Officer) and the new “link footpath”, from the Furlongs footpath up to Weavers Way, was currently under construction.
The path would be Adopted by DCC PROW, and at the same time final landscaping of the estate was about to commence.
- b) D Day 80 Celebrations – Plans were going well for this event.
It was agreed to contribute £400 toward this “Community Event” – Proposed Cllr Sandys, 2nd Cllr Stephens, and carried.
- c) Workshop - Microsoft 365 - 16th April – This event had been postponed and a new date put forward as part of the Projects / Communications meeting 16th May 2024.
- d) Village Spring Clean 20th April – This had been a successful morning with approx. 12 helpers taking part, with others in the Village weeding outside their properties.
Thanks were recorded to all those who had taken part.
- e) MDDC State of the District Event/Crediton Cluster Meeting – The Chair had attended both of these events when it was encouraged to work with both Town and Parish Council over issues with a shared interest. Notes of these events had been circulated to the Parish Council.

7) Committee and Sub-committee feedback and Review of Committees

- a) Planning Committee – No Meeting held in the past month.
- b) Finance Committee – A Meeting date was needed to be set during May 2024.
- c) Communications Committee – 16th May 2024 was agreed as the next Meeting date to be set to include a Windows 365 Workshop. Venue to be confirmed.
- d) Play Area Committee – It was confirmed that the ROSPA Safety report had been reviewed and any actions suggested would be dealt with.
The Clerk was asked to pursue the Inspections Template.
- e) Projects Committee - Next Meeting arranged for 16th May 2024.
- g) Staffing matters Committee - Date to be arranged
- h) D Day 80 Working Party Meeting due 7th May 2024.

8) Planning

24/00036/FULL Roxgates New Buildings Sandford Grid Ref: 278664 - Erection of an agricultural livestock building ADDITIONAL DRAWINGS AND INFORMATION *

24/00276/FULL Roxgates New Buildings Sandford - Retention of two extensions to general purpose agricultural building and grain bin ADDITIONAL DRAWINGS AND INFORMATION *

24/00226/FULL and 24/00227/LBC Sandford Congregational Church
Conversion of Church to Dwelling/LBC for repairs and conversion of church to dwelling
Additional Drawings and Information/Revised and Additional Drawings *

23/01350/House Burrough Cleave New Building - Erection to 2 storey extension *

24/00598/FULL Downhayne East Village – Construction of Dog Sanctuary *

24/00692/FULL Langlands New Buildings – Variation of condition 2 of planning permission 22/02140/FULL to allow substitution of plans *

***These applications were awaiting discussion by the Planning Committee**

Grants of permission:

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

24/00012/MARM Libbets Grange Sandford
Removal of Condition 3 and Variation of Condition 1

24/00335/LBC Little Combe Lancey LBC for replacement windows

9) Items for Discussion / Proposals: The Chair produced a “Sandford Parish Council Governance Statement” setting out details of what regulations had been adopted, and those in need of being adopted. It was suggested that this document be re visited monthly.

10) Council Feedback

- a. Mid Devon District Council – No MDDC Cllr present and no report received.
“Crofts Parking issues” - The Chair gave details of a Residents Meeting that had taken place. Following the Meeting he had drafted a letter on behalf of Residents to follow up points arising from the MDDC Consultation. It was agreed that the chair would write on behalf of Sandford Parish to support the resident’s letter.

ACTION: Cllr Ward

MDDC had also held a “Drop In” event at Sandford Parish Hall in April.

- b. Devon County Council – DCC Cllr Squires advised that extra funding had been secured from the Government to fund the back log of potholes in Devon needing attention.

Whilst this was appreciated the Parish Council were unhappy that some of the much-needed highway maintenance was not scheduled until the financial year 2025/2026.

Cllr Squires had been accompanied by DCC Highway Officer Steve Tucker on a tour of the Parish reviewing the current state of the road and number of potholes. It was agreed the current state of the Parish roads, and number of potholes, was unacceptable.

A proposal was made to draw up a Petition regarding Highway issues. to be presented at a forthcoming Meeting of Devon County Council.

Proposed Cllr Stephens, 2nd Cllr Snow and unanimously agreed **MJV**

DCC were also discussing “Devolution of Devon and Torbay” which it was understood, if approved, would attract more Central Government funding to the County.

11) Correspondence

12)

- a) East Village request for funding to toward East Village Gateway Planter (Discussed in the Open Forum Item 4a)
- b) John May had written to say that Defibrillator for East Village was a higher priority than the proposed Planter at the entrance to the Village.
- c) Sara Wheedon had written to ask whether support from the “Devon County Council Growing Communities Fund” might be awarded to the proposal for a Defibrillator for East Village?
DCC Cllr M Squires felt it was worth enquiring and offered the potential for financial support from the “DCC Locality Fund”. **MJV**
- d) Crediton T.C – The Chair and Cllr Hooper agreed to accept the Invitation to the Mayor’s end of term reception/buffet supper on 17 May.
- e) MDDC – The MDDC Flood guide had been received and circulated. The Chair agreed to study this document.
ACTION: Cllr Ward
It was noted that the Sandford Emergency Plan needs updating.
- f) DALC – Latest newsletters had been circulated.

13) Replies

- a) Sandford AFC - Proposed Meeting to discuss the use of the Sandford Community Sports Pavilion and the “Dugouts”.
The Clerk was asked to contact Sandford AFC to arrange a Meeting.
ACTION: MJV

14) Matters reported to the Clerk - Pothole issues, and road problems, had been logged and reported.

15) Police Matters - No matters raised.

16) Receipts & Payments

SPC Bank balances 31st March 2024:

| | |
|--------------------------------|-------------------|
| Lloyds Bank Current Account | £500.00 |
| Lloyds Bank Deposit Account | £12,955.32 |
| Lloyds Bank Pavilion Account | £944.40 |
| Lloyds Bank 2.6% 32-day notice | £10,020.63 |
| Lloyds Bank 3.5% 175 days term | £20,000.00 |
| | £44,420.35 |

Receipts:

| | |
|--------------------------|-----------|
| Lloyds Bank Interest | £13.41 |
| HMRC (VAT refund) | £3028.80 |
| MDDC ½ Precept 2024/2025 | £16637.50 |

Payments:

| | |
|--|---------|
| Mr M Vallance (Salary) £604.33 Ink cartridges £96.35 | £700.68 |
| DALC (Subscription) | £494.62 |
| Sandford Parish Hall (Hire x 4) | £100.00 |

Cheques signed by Cllrs Stoyle and Stephens

Cllr Sandys suggested that the Monthly Agenda could include a cashflow report as per the one set up by Cllr Hope would give us a better understanding of our budgetary situation.

Whilst the Clerk welcomed this suggestion, he did not feel was able currently to incorporate this into his current Terms and Conditions of Employment, and hours worked.

17) Councillors Forum

Date of Next Meeting 5th June at Sandford Community Sports Pavilion 7.30pm.

There being no other business the Chair closed the Meeting at 9.00pm