

## SANDFORD PARISH COUNCIL DRAFT

Minutes of a Meeting held at Sandford Parish Hall, on Thursday 3<sup>rd</sup> October 2024, at 8.00pm.

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

Chair Cllr R Ward (Chair) MDDC Cllr M Jenkins

Plus, 13 Members of the Public (part of the meeting).

Parish Councillors: P Larcombe, B Fyfe, D Crosby J Stephens, P Sandys, J Crooke, S Pope, and D Hope (left before the end of the Meeting).

1) In his opening remarks the Chairman welcomed all those present, including Seb Pope the new Sandford Parish Councillor attending his first meeting.

1a) Seb Pope then completed his Declaration of Acceptance of Office form.

2) Apologies – DCC Cllr M Squires, MDDC Cllr H Tuffin Cllrs S Miles and R Stoyale

3) Declarations of Interest – None

4) The MINUTES of the Parish Council meeting, held on 5<sup>th</sup> September 2024, had been circulated ahead of the Meeting,

The following corrections were made :-

- Page 3 Item Committee Feedback Play Area Committee Add - “Gate to Adult Gym in need of a spring attachment to close the gate”.
- Page 5 (3<sup>rd</sup> paragraph) **Delete** - “It was agreed to arrange a meeting to consider the current Village “Parking hot spots” for onward consultation, and submission”.
- Page 6 (Item 12) – Add “Broken railings outside the Lamb Inn and on the Lynch”,
- Delete “These matters were noted and would be discussed as part of the current Parking Review”.

The Minutes were then confirmed and signed by the Chair as a true and correct record. Proposed Cllr Stephens, 2<sup>nd</sup> Cllr Sandys, and carried.

### 5) OPEN FORUM

- Parking Issues Meeting (28<sup>th</sup> September 2024)

Glen Padgham was concerned that this meeting, which he and a small number of Parishioners had attended, had not been formally advertised. He felt there was a need for the Parish Council to be transparent.

Cllr Larcombe advised that this had NOT been a Public Event. It had been an opportunity for Parish Councillors to visit the area to consider speeding and obstruction issues. On the day just her and Cllr Crooke from Sandford Parish Council had turned up.

She went on to report back to the Parish Council from a “Traffic Working Party Report” that she had produced following the Meeting :-

***Two separate issues were considered, speeding and obstruction.***

*Regarding speeding it was considered that traffic calming measures would be helpful. However, these would require Traffic Regulation Orders being put in place which would be both a lengthy and costly process. It could cost the Parish £3000. Traffic Calming measures would be better explored when looking at the Neighbourhood Plan.*

*The more pressing problem was the parking of vehicles causing obstruction at points on the same stretch of road. Having looked at the reported trouble spots and taken measurements of the width of the road in several places it was agreed that the worst spots are a short stretch below the entrance to Summerhayes, outside Cobbles cottage(s) (opposite the old school entrance) and outside Treetops. It was felt that a visible sign politely requesting drivers to refrain from parking below the entrance to Summerhayes could be the answer. There are two such signs outside Treehouse/Treetops but they are not easily visible.*

*Would the Parish Council offer to provide signs in both locations?*

*It was felt that the worst spot was the short stretch of road outside Cobbles where the road is narrower. It would seem that a restriction was imposed at the time planning permission was granted to convert sheds into the cottages but there is uncertainty as to whether this was to prevent parking on the road. It was suggested that help was sought from Mark or Helen as our district Councillors.*

*Restricting parking to residents who lived on the stretch of road in question and had no offroad parking would also come at a cost and an annual charge to the residents.*

*We were informed that some of the people parking on the road were visitors staying in Airbnb's who apparently ignore information given them as to where to park e.g. the Parish car park which is rarely full.*

The matter now needed to be discussed; and any action agreed by the full Parish Council.

It was noted that the deadline (30<sup>th</sup> September 2024), for reporting potential Parking Issues in need of reviewing to the Mid Devon DCC (HATOC) Committee, had passed as advised by DCC Cllr M Squires.

**This meant that any Parking proposals for submission to the MDDC (HATOC) Committee, from Sandford Parish would have to wait until 2025/2026.**

**In the meantime, the Parish Council would need to discuss the recommendations and agree the further action (e.g. Signs).**

- Speeding – Tim Harris (“Old Saddlers”) was concerned over Speeding Issues especially on “Back Lane”.  
The Chair advised that following the September 2024 SPC Meeting he had been in touch with the “Crediton Speed Watch Team” who had agreed the loan of their ”Speed Gun”.
- Nick Silk complimented local Farmers, and their Contractors, for giving advance notice when their machinery was passing through the Village.
- Fanny’s Lane – A Parishioner, on the way to the Meeting that evening, reported an issue over traffic passing along this area causing a potential Road Safety issue.

## 6) Matters Arising

- a) Review of condition of Public seats – Awaiting attention. RW
- b) Noticeboard bottom of Rose and Crown Hill – The Clerk had sent a photo, and measurements, to Cllr D Crosby, who had agreed to review the matter.  
A comparable wooden Noticeboard Online cost £1759 ([www.greenbarnes.co.uk](http://www.greenbarnes.co.uk)). DC
- c) Proposal to “Record Meetings” – The Chair had produced a recording of the 3<sup>rd</sup> September Meeting.  
Also, a Text version of the recording which it was felt not had not been very successful.  
It was resolved that Cllr Ward and Larcombe would make enquiries over suitable Recording Equipment, for purchase by the Parish Council, and report back to the next Meeting. Proposed Cllr Larcombe, 2<sup>nd</sup> Cllr Sandys, and carried. RW/PL
- d) Joint Meeting with Sandford AFC – The Clerk had sent a list of possible dates for this long-awaited meeting and a response was awaited.  
It was agreed to contact Sandford AFC and advise them if a convenient date could not be found the Parish Council would carry on and hold a meeting without them.  
  
Proposed Cllr Larcombe, 2<sup>nd</sup> Cllr Sandys, and carried. MV
- e) Training session for “365 Office” - See Communications Committee

## Committee feedback from Meetings including any matters to be ratified by the Parish Council

- a) Planning Committee – No Meeting had taken place.
- b) Finance Committee – No Meeting had taken place

The Clerk was in the process of arranging a meeting, to discuss the finances for the quarter ended 30<sup>th</sup> September 2024 once ALL the Bank Statements had been received. The time for setting the Precept for 2025/2026 was approaching. At that time, it would be necessary to review the apparent “underspend” in the current year 2024/2025. It was agreed each Committee would need to meet to discuss any “underspend” when setting their Budget for 2025/2026.

c) Communications Committee

Cllr Crosby gave an update on the ongoing discussions with Vision ICT Ltd.

Update to SPC Website /gov.uk email addresses for Councillors – Due to delays these matters were still awaited. DC

Office 365 – Vision ICT were unable to provide this and another Supplier would need to be found. DC

d) Play Area Committee – Safety Review in accordance with the ROSPA template - This was still awaited DC

e) Projects Committee

- i) White lines outside the Shop - White lines outside the Shop - The Chair was investigating the possibility of cleaning the edge of the pathway to identify the edge. Proposal would follow consultation with parishioners in the square and costing.
- ii) Footpath Project / Land to be Gifted
- iii) A Meeting had taken place with the Solicitors for SPC (Gilbert Stephens) attended by Cllrs Ward, Stephens, and Sandys. Progress was being made over the legal paper work for the “Gifting” of the land from Belfield Developers to SPC.

It was agreed that the Ha Ha was not part of the land to be “Gifted” and this would become part of the responsibilities of the Weavers Way Management Committee.

Cllr Stephens has been speaking with Sue Gorwyn, of the Gorwyn Trustees who had previously owned this land, over its future use.

(Eddie Trick was pleased that access would still be available for machinery to access his Meadow below Park House).

As reported to the September 2024 Meeting “Richard Spurway (DCC PROW) already had Jay Northcott (Contractor) booked to carry out the promised updates to the “Furlongs Footpath” (below “Weavers Way”) to bring the footpath up to standard. Also, at the same time to resolve the “muddy” part of the path as you exited from the “Park House” end onto the footpath below “Weavers Way”.

It was confirmed that the only part of the footpath that would NOT be updated at this time was that from the bottom of the homes at “Brady Close” to the gateway leading into the adjoining field belonging to Colin Reed.

f) Sandford Neighbourhood Plan

The first meeting to discuss the proposed NHP had taken place at Sandford Parish Hall on the afternoon of 28<sup>th</sup> August 2024.

It had been attended by over 20 interested Parishioners who were given the opportunity to “put their ideas on paper”.

A further Meeting would be held in due course when it was hoped more Parishioners would attend, and offer their assistance.

Comments were made over the best times to organise Meetings and the need of advertising for those without internet access.

There would be a need to engage with the Parish to formulate the Draft N. Plan before going out for Public Consultation.

Cllr Larcombe thanked Cllr Ward for organising the event

g) Staffing matters Committee –

Cllr Crosby expressed his views, once again, that this matter was taking far too long to be resolved.

Cllr Fyfe responded to state that the time being taken to deal with these many issues was inevitable as there were many matters to deal with.

**Cllr Crosby was again asked to put in writing his concerns, to the Staffing Committee, outlining the detailing the issues he had with the Staffing Committee progress. DC**

**7) Planning**

24/01102/FULL “Crofts” Sandford

Creation of two spaces for the disabled

The Council had NO OBJECTION IN PRINCIPLE.

However, it was agreed to point out that these two Spaces were nowhere near the amount of those in needing Parking spaces. The spaces were needed outside the properties with a “Disabled” need.

STANDING ORDERS WERE SUSPENDED WHILST DISCUSSING THIS APPLICATION.

TO GIVE THOSE ATTENDING THE MEETING TO ADD THEIR COMMENTS.

Ref. No: 24/01357/LBC Sandford Ash Coppleshone

Listed Building Consent for the replacement of roof coverings with natural slate (Phase 2)

**NO OBJECTION**

## **8) Items for Discussion / Proposals**

- a) Review of Standing Orders - These were in the process of being dealt with by Cllrs Miles and Larcombe. SM/PL
- b) Review of Governance Statement – Under review. RW
- c) Review of the Sandford Emergency Plan – Cllr Stephens was arranging a meeting to discuss this with DOM Dunn (Parish Emergency Officer). JS
- d) “Dog Mess” problems – Cllr Stephens brought to the Council’s attention comments from Parishioners over this ongoing problem. It was agreed most Dog Owners dealt with this satisfactorily themselves. and used the bins provided. There was a need to reach out to those who did NOT conform. Additional Signs were also need. Cllrs Stephens, Sandys, and Pope agreed to investigate the problem and report back by the next Meeting. JS/PS/SP
- e) Parking Review - Dealt with in Open Forum (Item 4).
- f) Training and Induction Policy – The Chair had produced a draft Policy to serve this need. After discussion this was agreed and formally adopted by the Parish Council. Proposed Cllr Ward, 2<sup>nd</sup> Cllr Fyfe, and carried unanimously.

## **10) Council Feedback**

- a) Mid Devon District Council – MDDC Cllr M Jenkins advised that the District Council would be very keen to support the proposed Sandford Neighbourhood Plan. He had accompanied Ben Wright (MDDC Neighbourhood Officer) on a local “Walkabout” to view Council owned properties. Cllr Jenkins, and Cllr H Tuffin, were keen to gather some Parish Volunteers to “Help the More Vulnerable” Parishioners in Sandford Parish during the coming winter. Cllr Stephens pointed out that if a need for “financial assistance” was identified Sandford Relief in Need would be able to offer assistance.
- b) Devon County Council – DCC Cllr M Squires not present.

## **9) Correspondence**

- a) Mrs P T Ellis had written regarding the “dangerous condition of the Playing Field gate on Meadowside Road”.  
(Already reported to the Play Area Committee to deal with).

## **10) Replies**

- a) Devon Record Office were happy to accept past years Parish Council Minutes for their Archives. It was agreed to take up this offer.

b) Lloyds Bank had sent a paper copy of the new Bank Mandate. (Dealt with at Item 13)

Also, notification that the rate of interest on the SPC Business Account was being reduced to 1%.

### **12) Matters reported to the Clerk / Police matters**

The Clerk had been questioned as to why only a “selective few Parishioners” had been invited to the Parking Issues meeting on 30th September 2024 ?

He had explained that this had not meant to be a “public meeting” but an opportunity for Parish Councillors to visit the various locations,

### **13) Receipts and Payments**

#### **Receipts**

Lloyds Bank (Compensation)	£60.00
Lloyds Bank (September 2024 Interest)	£21.43

#### **Payments:**

Mr M Vallance (Clerk’s Salary) £604.33, Use of Home ¼ £54.00	
Expenses £35.09 Ink cartridges £93.04	£786.46
Sandford Parish Hall (Hire for NHP Public Meeting)	£50.00

Cheque Signed by Cllr J Stephens, the only Signatory present, who offered to take the cheque book to Cllr R Stoye for his Signature on the two cheques.

At the same time, he would ask Cllr Stoye to countersign the new Bank Mandate to delete Mike Snow, and to add Richard Ward (Chair) and Malcolm Vallance (Clerk).

Cllr Sandys felt that the Council were using an excessive amount of ink cartridges. The Clerk responded to say that this matter had already been discussed in detailed by the Finance Committee. The amount of usage depended on the amount of Council business being discussed and spare set of cartridges was always kept in reserve.

### **13) Councillors Forum – No new items raised.**

The Chair closed the Meeting at 9.35 pm

Next Meeting November 7<sup>th</sup> 8.00pm at Sandford Parish Hall

There followed a Confidential Staffing Meeting.

