

SANDFORD PARISH COUNCIL

Minutes of a Meeting held at Sandford Community Sports Pavilion, on Thursday 5th September 2024, at 7.30pm.

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

Chair: Cllr R Ward (Chair)

Parish Councillors: P Larcombe, L Hooper, B Fyfe, D Crosby J Stephens, Crooke, Stoye and P Sandys.

DCC: Cllr M Squires (arrived and left during the meeting)

Three Members of the Public (part of the meeting)

- 1) Chairs opening remarks - The Chair welcomed everyone back from the summer recess.
- 2) Apologies -MDDC Cllrs Tuffin and Jenkins, DCC Cllr M Squires, SPC Cllrs D Hope and S Miles.
- 3) Declarations of Interest - None
- 4) MINUTES of the Parish Council meeting held on 4th July 2024.
These had been circulated prior to the Meeting and were confirmed and signed by the Chair as a true record.
- 5) Open Forum – No new items raised

The Chair advised that he was in the process of reviewing the “current state of public seats” as reported at the July 2024 meeting.

He had also been asked to raise the issues of the weeds growing in the “Shute Stream” causing potential flooding issues.

In the past the stream had been cleared out by Volunteers. The Clerk advised that he had already reported this issue to DCC.

6) Matters Arising

- a) Suggestion for white lines in the Square
The Chair reported that he was in the process of arranging for a local painter to provide a price for carrying out the work. It was pointed out that any white lines would need DCC approval. RW agreed to make further enquiries RW
- b) Noticeboard bottom of Rose and Crown Hill - It was agreed that the notice board was no longer “repairable” and due to “safety issues” was now in need of being replaced.
The Clerk agreed to look “online” for a replacement. MJV
As this was a replacement it would not be necessary to obtain three quotes.

- c) 2024 Best Garden Contest – This had been a great success and Cllr Stephens advised that the Judging had been carried out by Jaqueline Quella from Nymet Rowland.

For 2025 It was agreed to increase the prize money for both Best Kept Gardens, and Best Tubs and Hanging Baskets to 1st £20, 2nd £10, 3rd £5.

- d) Proposal to “Record Meetings – Cllr Larcombe reported on this suggestion.

It seemed the proposal offered many options.

The Chair advised that he was in the process of sourcing a Provider who could turn the recording in to a “Hansard” type document. It was agreed to fully explore this option. The meeting from item 6e was recorded.

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

- e) Footpath Project “Furlongs and “Snows”

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. 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.

Stage 1 - Cllrs Stephens, and Sandys, had met with the Contractor to discuss a proposal, agreed with Richard Spurway, to make use of the Contractors machinery at the same time as the DCC (PROW) was to be carried out. This proposal was to carry out the current improvement proposals, also the on-going steps down to “Snows” by SPC for the “Gifted Land” from Belfield the Developers for “Weavers Way”.

However, the current ongoing issue was that the Legal paper work for “Belfield” to gift the land above “Snow” to Sandford Parish remained outstanding.

The Chair agreed to arrange a Meeting with the SPC Solicitors Gilbert Stepen to expedite matters. RW

Stage 2 – This would include a review for “Mobility Access” along the footpath, and a suggestion was to remove some of the current gates which made access difficult for those with mobility needs and those with pushchairs and prams,

Cllr Stephens reported that he has recently been speaking with Susan Gorwyn (Gorwyn Trustees) on land related issues.

- f) Joint Meeting with Sandford AFC – This had still not taken place. The Clerk agreed to suggest times and dates, to Sandford AFC, to arrange a meeting.

- g) Proposed Sandford Neighbourhood Plan Meeting – The Chair had booked Sandford Parish Hall for a proposed Meeting (28th September at 2.00pm – 5pm) to discuss taking this forward.

Speakers would be invited including those who had already gone through this process. RW

Members of the public, including those who had previously expressed an interest. would be invited to attend. RW

- h) Training session for “365 Office” – Cllr Crosby had this in hand plus updating of the Parish Website and other matters.
- i) Michael Lee Memorial Seat – It was agreed to discuss the final location of the seat once the current work to update the “Furlongs Footpath” had taken place.

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

- a) Planning Committee – The Terms of Reference had been updated and were duly adopted. Proposed Cllr Stephens, 2nd Cllr Sandys, and carried.
No recent Meeting had taken place.
- b) Finance Committee – The Terms of Reference had been updated and were duly adopted. Proposed Cllr Larcombe, 2nd Cllr Sandys, and carried.
No recent Meeting had taken place.
- c) Communications Committee - The Terms of Reference had been updated and were duly adopted. Proposed Cllr Larcombe, 2nd Cllr Sandys, and carried.
No recent Meeting had taken place.
- d) Play Area Committee – The Terms of Reference had been updated and were duly adopted. Proposed Cllr Fyfe, 2nd Cllr Stoyle, and carried.
It was agreed to request an update on the basketball hoop installation.
It was reported that the gate at the “Meadowside” entrance that needed attention.
No recent meeting had taken place.
- e) Projects Committee
The Terms of Reference had been updated and were duly adopted. Proposed Cllr Ward, 2nd Cllr Sandys, and carried. No recent Meeting had taken place.
- f) Staffing matters Committee – Draft “Terms of Reference” were being discussed. Cllr Fyfe had produced a schedule setting out the current position.
One priority was access to the NALC and review the pertinent sections of the “Green Book”. This explained details of Local Council Employment Regulations.

BF

Cllr Crosby felt that this matter was taking far too long to be resolved.
Both Cllr Fyfe and Ward explained that the time being taken was inevitable to deal with all aspects in need of consideration

7) Planning

24/01038/HOUSE Longacre Barn 4 Beech Tree Court New Building
Enlargement of 3 existing windows and installation of 2 new windows NO OBJECTION

24/00925/FULL “Roxgates” New Buildings – Erection of roof over dung midden (revised)
NO COMMENT

24/01220/HOUSE “Thornedges” Upton Hellions - Erection of agricultural building
NO OBJECTION

Planning permission granted

24/00598/FULL Parish: Sandford 43 - Proposal: Construction of a dog sanctuary Location:
Land at NGR 283692 106367 Downhayne East Village Devon

24/00870/NMA - Proposal: Non-Material Amendment for to allow change of location of
electric substation **Location: Land at NGR 284185 101165 (Creedy Bridge) Crediton**

Planning application withdrawn

24/00592/FULL Land at NGR 287713 102333 Thornhedges Cross Upton Hellions - Erection
of a general-purpose agricultural building

8) Items for Discussion / Proposals

- a) Review of Standing Orders - The Chair had made a start on the update and had provided three pages of proposals/suggestions. Cllrs Larcombe and Miles were in the process of reviewing these. RW
Cllr Sandys felt there was a need to “engage outside assistance” to complete this task.
- b) Review of Governance Statement - In the process of being reviewed. RW
- c) Review of the Sandford Emergency Plan – Cllr Stephens had made contact had been made with Dom Dunn who was happy to assist. JS
- d) The Chair reported on concerns from Parishioner over Speeding Traffic in the Village. He had spoken to the Crediton “SpeedWatch” Group who had agreed to help support speed reduction initiatives in Sandford. RW

9) Council Feedback

- a. Mid Devon District Council – No report received.
- b. Devon County Council – No report received

10) Correspondence

- 1) VEDAY80 – An invitation had been received from ??? to take part in the 80th Anniversary on 8 May 2025. It was suggested that any activity should be centred in the village. It was noted that there were sensitivities with VE day.
- 2) Valuation Agency – A request had been made for data in respect of the “Creedy View” car park. Cllr Crosby offered to support the Clerk in his response. Deadline for submission 10th September 2024. DC / MJV
- 3) Suzanne Coughlan – An email had been received over “Traffic issues on Back Lane” concerning parking and congestion. Cllr Crooke reported that “severe congestion” had been experienced recently, at the bottom of “Rose and Crown Hill”, due to parked cars below the entrance to

“Summerhayes”. This had caused long delays for both farm machinery and the 369 Bus passing through the Village.

DCC Cllr M Squires had already advised that the Parish Council should of, by this time, submitted to her any “No Waiting” suggestions/proposals for submission to the HATOC (Mid Devon Committee) for their perusal. Any proposals would then go out for Public Consultation.

It as agreed to arrange a meeting to consider the current Village “Parking hot spots” for onward consultation, and submission.

- 4) Nick Silk emailed to report the “Dangerous condition of Bench outside the Lamb Inn”. In response the bench has been removed for review and repair. A parishioner had agreed to cover the cost of repair.
- 5) DCC PROW - Details had been received of the PP3 Grant for 2024/2025. Disappointment was expressed that this had been reduced from what it was felt was a “modest amount” of £570 to £370. The Clerk had written asking for an explanation. He reminded the Parish Council that £570 had been included in the current year Precept (2024/2025) to cover such an eventuality occurring.
- 6) Jean Howard – Had written asking if details of the two applicants in the Parish elections on 5th September 2024 could be published on the SPC Website. The Chair had replied to say that this was not appropriate.
- 7) Janet Albrighton (Winner of the 2024 Best Kept Garden) had written to thank the Parish Council for the award. She had gone on to say “as relative new comers to the Village this competition, and the recent Summer Show, have helped us make more connections in Sandford which are invaluable to community life”

11) Replies

- a) Steve Densham (MDDC) – A response had been received to the suggestion that MDDC carry out monthly Play Area Safety Inspections. The cost quoted would be Site 1 £84 + Site 2 £50 = £134 monthly. Whilst the Parish Council acknowledged the need regularly inspect the equipment no provision was made for this in the 2024/2025 Precept. Cllr Crosby agreed to study the templates supplied by ROSPA. DC The Clerk reminded the Council that in the past MDDC had offered, at cost, to provide Play Area Play Areas Inspection Training. (It was subsequently established that this was no longer on offer).
- b) MDDC – Details of the July 2024 “Crofts Parking Review” had been received. The proposal was to provide two extra parking spaces at the top of St Swithun’s Gardens across from where the “Crofts” garages had been located. It was noted that the Zedpods had successfully arrived in the Village in July.
- c) Richard Spurway (DCC PROW) – Gave an update on the works to be carried out on the “Furlongs Footpath” in the near future. See Minute (6e).

- d) PKF Littlejohn – An email had been received requesting additional information for the 2023/2024 External Audit and the Clerk had sent this.
- e) Lloyds Bank – An acknowledgement of the complaint had been received over the problems experienced “on line” to delete Mike Snow as a Signatory, and to add Richard Ward and Malcolm Vallance as Signatories.
The Clerk had subsequently received a phone call from Lloyds Bank admitting to and apologising for these issues.
Paper forms would now be sent to update the Signatories and Compensation of £60 would be awarded to SPC.

12) Matters reported to the Clerk / Police matters

The following issues had been reported :-

- Parking issues in the Square including damage to vehicles (2)
- “double parking”
- “households with three vehicles parked up

These matters were noted and would be discussed as part of the current Parking Review

13) Receipts and Payments

Receipts

Lloyds Bank (Interest July 2024 £28.73, August 2024 £25.47	£54.20
Lloyds (Term Deposit £10K)) £19.95, £23.19, £21.39, £22.82	£87.35
Lloyds Bank (Short term Deposit £20k)	£335.62
HMRC (Vat refund)	£180.90

Payments:

Steve McCulloch (Grass cutting) £80.70 + £243.06	£324.06
SLCC (Renewal of Membership)	£144.00
Devon Communities Together (Renewal of Membership)	£50.00
Mr M Vallance Salary £604.33 Ink cartridges £93.04	£697.37
Information Commissioner (DATA Protection renewal fee)	£40.00
Cheques signed by Cllrs Stephens and Stoyale	

14) Councillors Forum

- a) Cllr Hooper suggested that the Village Seats could be restored by “Men in Sheds”.
- b) Cllr Hooper also requested that the “current state of the Sandford Congregational Churchyard” be placed on the next Agenda following concerns from Parishioners with family buried there.
- c) Cllr Stephens brought to the attention of the Parish Council current issues over “dog mess” in the Parish. It was agreed to place this on the Agenda for the next Meeting.

There being no other business the Chair closed the meeting at 9.10pm.

Next Meeting 3rd October 2024 Sandford Parish Hall at 8.00pm