

## Minutes

### 1) Chairs Opening Remarks

Chair welcomed all to the meeting, particularly the members of public who had braved the elements.

### 2) Attendance

- a. Present: Cllrs Ward (Chair), Pope, Crosby, Crooke, Stoye, Fife and Miles. Plus 7 members of public
- b. Apologies: Cllrs Hope, Larcombe, Sandys, Stephens, Hooper, Tuffin (MDDC), Cllr Squires (DCC) and the Clerk, MJ Vallance.

### 3) Declaration of Interests:

- a. None

### 4) Minutes of the meeting 5<sup>th</sup> December and 2<sup>nd</sup> January

- a. 5<sup>th</sup> December minutes: Confirmed. Proposed: Cllr Pope. Seconded: Cllr Stoye.
- b. 2<sup>nd</sup> January minutes were confirmed after being amended. Cllr Larcombe was not present but had sent her apologies. Proposed: Cllr Miles. Seconded: Cllr Fyfe.
- c.

### 5) Open Forum

- a. The Council was asked about to describe the circumstances and provide an explanation surrounding the Clerks resignation.  
The Chair confirmed that the Clerk had resigned, but that the specific details were confidential at this stage. Matter to be discussed 'in camera' at the end of the meeting.
- b. Have the council made a payment in recognition to the weeding teams? The chair confirmed that the council has. Was the amount equal to the payments previously made when weed killer was used. The chair did not know. The information would be in previous minutes. It was also agreed by all that the current arrangement worked well, and the weeding teams did a great job.
- c. Those present were reminded of the Millenium Green 25-year celebration on 21<sup>st</sup> June 2025.
- d. The importance of the Lamb Inn to the profile of the village was raised. All agreed that it was.
- e. The delays in finalising matters regarding Furlongs footpath were discussed.
- f. N. Silk Asked when the railings would be attached to the rebuilt pillar in Creedy Park play area. The chair said he would aim to have it completed by weekend.

### 6) Matters Arising:

- a. Public Seats and Benches – no progress
- b. Noticeboard at the bottom of Rose & Crown Hill  
The options for replacement were considered. Wooden or Metal. MJV has previously raised that the location is in the Conservation area. The resident whose wall the board was on has been approached and was happy to see a replacement but didn't have a view on the sort of replacement.  
Options:
  - i. Metal replacement (1500mm x 1200mm) £1005 plus VAT, excluding fitting.
  - ii. OD Carpentry (Oak direct replacement) £2000 including fitting.

- iii. Proprietary (Oak 1500mm x 1200mm) £1900 plus VAT, excluding fitting.  
It was estimated that fitting would be between £50 to £100.  
Proposal to use OD Carpentry, as a local business, was put forward by Cllr Crooke and seconded by Cllr Pope. All in favour.  
ACTION: RW to inform OD Carpentry.
- c. Website – The new Website is being worked on by Vision ICT. Progress is slow.  
ACTION: Cllr Crosby will follow up with them
- d. Gov.uk Email addresses – the email was not re-circulated as promised. Original emails were sent to all on 16/12. Cllr Ward will re-send. Cllrs were urged to make the transition.
- e. Speed-watch – two volunteers have come forward.  
ACTION: Cllr Ward will arrange a meeting with the Crediton Group
- f. Neighbourhood Plan – No further action.
- g. Sandford AFC – An action list was generated at the meeting between SPC and the football club. The football club has provided the council with their annual accounts and a booking diary was now in position. The matter regarding fire safety measures, including fire extinguishers, is in progress  
ACTION: MJV to update the list. Cllr Ward to arrange a Fire Safety Risk Assessment.
- h. Crediton Cluster – This is a group made up of representatives from Crediton and surrounding Parishes. The last meeting highlighted the need for Councils and land owners to review the potential development sites within the Parish for inclusion in the MDDC planning document. Change of house building targets introduced by the new Government has triggered the action.  
ACTION: Cllr Ward will seek clarification on the required Parish Council actions and circulate the information to the council and the Parish.
- i. It was confirmed that P. Harvey was willing to continue as Sandford Snow Warden.  
ACTION: Contact to be made to DCC.

## **7) Committee Feedback:**

- a. Planning Committee – see Item 8
- b. Finance Committee – next meeting January 21<sup>st</sup>, 2025
- c. Communication Committee  
Office 365 price and supplier is ready to go. Suggested that we put on hold until a new Clerk has been recruited.
- d. Play Area Committee – Monthly checks are continuing. Ministry of Play have prioritised the Basketball court for completion as soon as the weather permits. They will also carry out remedial works identified by the monthly inspections and the ROSPA report.
- e. Projects Committee – No report.
- f. Staffing Committee – deferred to Item 11b.

## **8) Planning**

- a. Requests (Received prior to 3/1/2025):
  - i. 24/01829/FULL – No objection raised
- b. Grants of Permission
  - i. 24/01707/NMA – noted
  - ii. 24/01531/HOUSE – noted
- c. Requests (after 3/1/2025)
  - i. Oak Tree

ii. Town Barton

**9) Items for Discussion / Proposals**

- a. Review of Standing Orders – no progress  
ACTION: Cllrs Ward, Miles & Larcombe.
- b. Review of Sandford Emergency Plan  
Dominic Dunn is working on the plan. The original plan 10 years ago was on disc. Dom asked if it could be provided to him electronically so he can update.  
ACTION: MJV / Dominic Dunn
- c. Dog Mess – no progress
- d. Dates for meetings (2025)  
Proposed to keep 1<sup>st</sup> Thursday of the month for SPC meetings, (VE Day excepting).  
Proposer Cllr Crosby, seconded Cllr Pope. All agreed.  
Annual Parish meeting was suggested for the 3<sup>rd</sup> Thursday in March. The date will be confirmed on the Clerk's advice.
- e. Proposal to declare the Lamb Inn as an "Asset of Community Value"  
Cllr Ward had asked for this item to be considered. His suggestion was to leave this action to the interest group which was being set up to buy the Lamb. The group was not named or formed, but Cllr Ward advised that he would be part of the group. There was a consensus about its keenness to support the future of the Lamb Inn.

**10) Council Feedback**

- a. Mid Devon District Council  
No report. The fees for the recent elections were discussed (£5679.62). The Chair has written to our MP and also to our MDDC Councillors to complain. SPC was never advised of the cost (MDDC have recently increased their charges), the date of our election was deferred at MDDC's request and....
- b. Devon County Council
  - i. Cllr Squires provided a written report to advise SPC of the proposed local government re-organisation. After discussion it was agreed that the new arrangement would reduce our ability to champion Parish matters, particularly planning. SPC agreed to ask Cllr Squires on how best to respond.  
ACTION: Cllr Ward. Cllr Fyfe & Ward will attend the next Crediton Cluster meeting to garner support from other Councils.
  - ii. Changes to the disposal of upholstered furniture rules were highlighted. Since 1/12/2024 the nearest recycling centre accepting such waste is Tiverton.

**11) Correspondence**

- a. Millenium Green letter of thanks – noted.
- b. M Vallance letter of resignation was noted. Because of the confidential nature discussion was deferred to the end of the public meeting be dealt with 'in camera.'
- c. Lloyds Bank letter about the closure of the Pavilion Account – deferred until the Clerk returns from leave.

**12) Replies**

none

### 13) Matters referred to the Clerk / Police Matters

Lamb as a Community Pub – discussed under item 9) e.

### 14) Receipts and Payments

#### Receipts

Lloyds Bank Interest (December 2024)	£30.28
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Lloyds bank Interest (32 day deposit a/c. to 29 <sup>th</sup> Nov.'24)	£41.95
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#### Payments

PKF Littlejohn LLP (external audit 2023/2024)	£426.00
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Sandford Parish Hall (meetings)	£ 60.00
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Dowrich (Christmas tree)	£ 40.00
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### 14) Grants and Donations

Requests had been received from Mid Devon Mobility, CAB, Sandford AFC and CHAT.

It was agreed to support each of the four applications equally (£125 donation each).

ACTION: Cllr Ward / Clerk to inform the recipients and send the cheques.

Cllr Ward suggested that SPC should consider a written grants policy identifying the priorities that SPC would like to support and to ensure that we have information specific to the request.

The flooding problem on Fanny's Lane was raised. The field is empty and so it would be a good time to pursue the matter.

ACTION: Cllr Ward / The Clerk to follow up with Cllr Squires (DCC).

The meeting closed at 9.10pm

### 15) Councillor Forum:

Next meeting: 6<sup>th</sup> February 2025, 8.00pm at Sandford Parish Hall