

**Sandford Parish Council**

**Minutes of a meeting of the Parish Council held on Thursday 3<sup>rd</sup> July 2025, in the Sports Pavilion Fannys Lane Sandford at 7.30pm**

Present: Cllrs Ward (Chair), Dalton, Fyfe, Hooper, Larcombe, Sandys, and Stoyle

In attendance: Mrs M J Mills – Clerk to the Council,

County Cllr S Keable, District Councillors M Jenkins and H Tuffin.

1 member of the public

**25/0768 Apologies**

Apologies were recorded on behalf of Cllrs Crosby, Miles, Pope and Stevens.

**25/07/69 To formally welcome Cllr Dalton following her recent election to Sandford Parish Council**

Cllr Dalton signed the Declaration of Acceptance of Office and completed the Register of Members Interests

She then gave a brief introduction to everyone, advising that she previously served on the Council for eight years including some time as Chairman.

**Action Log:** Forward Register of Member's interests to MDDC

**25/07/70 Declarations of interest**

Members were reminded that all interests must be declared prior to the item being discussed.

**25/07/71 To agree the agenda between Part A and Part B**

It was **resolved** to agree the agenda between Part A and Part B

Proposed: Cllr Sandys, Seconded: Cllr Larcombe (all in favour)

**25/07/72 To confirm and sign the minutes of the Parish Council Meeting held 26th June 2025**

It was **resolved** to sign the minutes of the Parish Council Meeting held 26th June 2025

Proposed: Cllr Fyfe, Seconded: Cllr Hooper (all in favour)

**25/07/73 County Councillor Report**

The County Councillor provided a report which is attached to the minutes

#### **25/07/74 District Councillor Reports**

It was reported that MDDC is pushing to get the local plan done. There is a survey available online until 11<sup>th</sup> August seeking views regarding re-organisation. Three new electric vans have been purchased by the District Council. An “e” newsletter has been produced to keep businesses informed.

There have been poolside improvements made to the newly named Active Tiverton and Active Crediton.

#### **25/07/75 Public Participation**

In accordance with Standing Order 3(f) members of the public are permitted to make representations and ask questions. The period of time set aside should not exceed 15 minutes. It should be noted that answers will generally not be given at the meeting where the questions are delivered, each member of the public is entitled to speak only once.

A member of the public raised some matters, which had been previously submitted by e-mail, and responded to before the meeting.

#### **25/07/76 To receive a report from the Parish Clerk**

**Payments list**, this was presented at the meeting and not sent with the agenda owing to the short time the Clerk had been in post

Grass cutting account      £186.45

Salary and expenses      £396.60

It was **resolved** to approve the payments.

Proposed: Cllr Ward, Seconded: Cllr Stoyles (all in favour,)

Report on Internal Audit and Responses to include purchase of an accounts programme and move forward with online banking.

It was **resolved** to purchase the Scribe Accounts programme and proceed with online banking.

Proposed: Cllr Ward, Seconded: Cllr Fyfe (all in favour,)

The report was noted.

**Action Log:** purchase Scribe Accounts Package and progress online banking, proceed with resolving Internal Audit issues.

#### **25/07/77 To consider the Action Log.**

The action Log was circulated and noted.

#### **25/07/78 To consider the General Power of Competence**

It was **resolved** to confirm that Sandford Parish Council meets the two required criteria for eligibility, at the time of this meeting to exercise the General Power of Competence and adopts the use of the General Power of Competence.

Proposed: Cllr Ward, Seconded: Cllr Larcombe, (all in favour)

#### **25/07/79 To consider a scheme of delegation for planning applications**

It was **resolved** to adopt the scheme of delegation for planning applications. However, initial consultation will be between the Clerk and Cllr Dalton.

Proposed: Cllr Sandys, Seconded: Cllr Ward, (all in favour)

**25/07/80 To consider a quote from the Ministry of Play for work required following the ROSPA report.**

It was **resolved** to accept the quote from the Ministry of Play in the interests of Health and Safety following the ROSPA report, without seeking alternative quotes

**Action Log:** Contact Ministry of Play to confirm acceptance

**25/07/81 To consider proposed prizes for the flower show**

- **Best kept Garden**
- **Best Hanging Basket**  
**1<sup>st</sup> £30, 2<sup>nd</sup> £20, 3<sup>rd</sup> £15, 4<sup>th</sup> £10**

It was **resolved** to accept the proposed sums

Proposed: Cllr Hooper, Seconded: Cllr Fyfe (all in favour)

**25/07/82 To consider Planning Applications and note decisions**

**It was agreed that the applications will be considered by delegated authority after the links are circulated to members for an urgent response. Decisions were noted**

- Proposal 25/00808/FUL,
- Proposal 25/00587//House
- 25/00842/House
- 25/00884/CLU

**Action Log:** circulate required information

**25/07/83 To consider an update on the Emergency Plan**

The Chair advised that the Plan has been drafted and will be circulated for consideration at the September meeting

**Action Log:** Agenda item September

**25/07/84 To consider Speedwatch**

Cllr Larcombe asked Members to contact her if they are interested in joining, to contact her and she will explain how to register

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**25/07/85 To consider an update on the Pavilion Insurance**

Members were advised that the claim has been agreed, and payment is awaited from the insurers

**25/07/86 To consider an update on the Railings at the Lamb**

There appears to be an impasse between DCC and MDDC due to the Listed Building status,

**Action Log:** The Clerk was asked to contact the Locum Clerk for an update. Agenda item September.

**25/07/87 To consider Footpaths and S106 monies**

It was agreed to defer

**Action Log:** Agenda item September.

**25/07/88 To consider an update on the Michael Lee bench**

It was agreed to defer

**Action Log:** Agenda item September.

**25/07/89 To consider an update on tree maintenance**

It was agreed to defer

**Action Log:** Agenda item September.

**25/07/90 To receive an update on Microsoft 365 and emails**

After some discussion it was agreed that a full report covering Cloudy IT, website future, and e-mails be presented at the September Meeting.

**Action Log:** Agenda item September.

**25/07/91 To consider correspondence received**

- Suggestion from a member of the public regarding installation of a defibrillator in the telephone box at the end of Mill Lane. Members agreed the need for a defibrillator in the vicinity.

**Action Log:** Prices to be sought and grant availability. Agenda item September.

- Request from a member of the public for grass cutting at Meadowside and appointment of a lengthsman.

Members agreed to ask the current contractor to add the area to his current schedule, and the Chair will check the schedule.

Appointment of lengthsman which could be linked to a road warden scheme will be investigated and be on an agenda in September or October.

**Action Log:** Seek information and report with a future Agenda item

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**25/07/92 To note that historic documents have been lodged with Archives in Exeter**

Members agreed to note this item

**25/07/93 To confirm the date and venue of the next meeting**

The next meeting will be the 4<sup>th</sup> September, Venue to be confirmed.

**Part B**

**25/07/94**      **To resolve** that under section 1(2) of the Public Bodies (Admission to meetings) Act 1960, that the press and public be excluded from the meeting as the following item involves the likely disclosure of confidential information.

It was **resolved** that under section 1(2) of the Public Bodies (Admission to meetings) Act 1960, that the press and public be excluded from the meeting as the following item involves the likely disclosure of confidential information.

Proposed: Cllr Sandys, Seconded: Cllr Hooper (all in favour)

**25/07/95**      **To consider Staff Matters**

Members received confidential documentation, which was discussed.

It was **resolved** to proceed with the agreed response.

Proposed: Cllr Ward, Seconded: Cllr Fyfe (all in favour)

**25/07/96**      **To resolve to re-admit members of the press and public**

It was **resolved** to re-admit members of the press and public

Proposed: Cllr Ward, Seconded: Cllr Fyfe (all in favour)

There being no further business the meeting closed at 21.45 pm

Signed.....Dated.....