

Sampford Peverell Parish Council (SPPC)

I hereby give notice that a general business meeting of the Parish Council will take place on Monday, 22 January 2024 starting at 7.00pm in the Committee Room of the Memorial Hall, Lower Town, Sampford Peverell.

All Members of the Parish Council are hereby summoned to take part for the purpose of considering and resolving the business as set out hereunder.

Dated this 15 January 2024
Susan McGeever
Clerk to the Parish Council

AGENDA

All Members are reminded of the need to make declarations of interest prior to any relevant discussion that may take place during this meeting.

Item		Report Pages
1	Public Open Forum Members of the public may speak for a period of 3 minutes on matters they wish to bring to the attention of the Parish Council and these matters may be related to items on the agenda.	N/A
2	Apologies and Co-options (recruitment of new councillors) <ul style="list-style-type: none">- Resignation of Chairman- Notice of Vacancy- Appointment of new Chairman/Vice-Chairman- Co-options to fill already vacant positions	N/A
3	Declarations of Interest	N/A
4	Approval of the Minutes of the meeting of the Parish Council held on 4 December 2023	3-6
5	Planning matters	7-9
6	Financial matters	10-11
7	Report from Working Groups/Individual Roles	12
8	Other Highways and village matters	13
9	Discussions with Cllr Ray Radford, DCC and also with MDDC Ward Members, Cllrs Jane Lock and Gill Westcott	N/A
10	Brief reports from Parish Council representatives on any recent activities	14

11	Correspondence	15
12	Any business items for the next meeting	N/A
13	Next meetings of the Parish Council	16

Susan McGeever
Clerk and Responsible Financial Officer
Sampford Peverell Parish Council

SAMPFORD PEVERELL PARISH COUNCIL

4	Approval of the Minutes of the meeting of the Parish Council held on 4 December 2023	3-6
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04.12.2023 - DRAFT

Summonses to the Finance Meeting of Sampford Peverell Parish Council to be held at the Memorial Hall, Lower Town on 4 December 2023, starting at 7.00 pm, were distributed with the agenda and posted on the website 27 November 2023.

Minutes of the Financial Meeting of Sampford Peverell Parish Council held on 4 December 2023

Present:

Councillors D Cutts (Chairman), T Burt, E Castle, C Cottrell, B O’Connell and S Taylor together with S McGeever (Clerk)

The Chairman, Councillor Cutts, opened the meeting and welcomed those present.

2023/24/017/1 - Open Forum

No members of the public were present.

2023/24/017/2 - Apologies/Co-Options

Given this was predominantly a Finance Meeting, Councillors from MDDC and DCC were not obliged to attend.

2023/24/017/3 - Declarations of Interest

There were no declarations of interest.

2023/24/017/4 - Approval of the Minutes of the meeting of the Parish Council held on 27 November 2023

It was RESOLVED that the minutes of the meeting held on 27 November 2023 were a true record of proceedings and they were duly initialled and signed by the Chairman.

2023/24/017/5 – Planning

Given the Parish Council was not due to meet again until 24 January 2023, two planning applications, received after the 27 November 2023 agenda had been published, had been placed on the agenda of this meeting:

23/01809/CAT

Proposal: Notification of intention to fell 1 Apple tree, pollard 1 Apple tree and 1 Damson tree and lift the crown of 1 Apple tree within the Conservation Area

Location: Chains Barn 16 Chains Road Sampford Peverell

Site Vicinity Grid Ref: 302957 / 114112

Parish: Sampford Peverell 42

The Parish Council noted that these were old mature fruit trees that required pruning or felling. It was RESOLVED that the Parish Council had no objection to this application.

23/01798/FULL

Proposal: Variation of Condition 9 to allow alternative feedstock types and quantity and Condition 20 to allow the anaerobic digester plant to produce and export 1.1 megawatts of renewable energy of planning permission 17/01142/FULL

The Parish Council RESOLVED to object to this application on the basis that increased output of the anaerobic digester plant and the use of alternative feedstock types would lead to increased traffic movements through the village. The Parish Council's objections would be based on the material planning considerations of:

1. Previous Planning Decisions
The most recent planning application which has been approved by MDDC has re-stipulated the output of the plant at 0.5 megawatts in the line with the original planning application in 2017.
2. Highway Safety
Increased HGV traffic and tractor movements through the village would increase the risk to both drivers and pedestrians especially given the new narrowed access leading to Turnpike.
3. Traffic
Increased output and the use of alternative feedstock types would inevitably lead to increased HGV traffic and tractor movements through the village.
4. Noise
Increased HGV traffic and tractor movements through the village would inevitably increase the noise levels experienced by residents living along the main access routes.

2023/24/017/6 – Finance

The Parish Council RESOLVED that a projector be purchased so that the spreadsheets produced could be readily seen by all.

Action: Clerk

a) Review of accounts to 30/10/2023

The Clerk had circulated a spreadsheet showing income and expenditure to 30/10/2023.

The Parish Council noted the information on the spreadsheet which reconciled to the current and reserve bank account.

The Parish Council RESOLVED to accept the accounts as presented to 30/10/23.

As agreed at the previous meeting, a letter had been prepared for signature requesting that £20,000 be transferred from the current account to the reserve account to increase the amount of interest received.

b) Review of budgets 2022-2026

The Clerk had circulated a spreadsheet showing the budget information for 2022/23, 2023/24 and the projected budgets for 2024/25 and 2025/26. The Clerk had also prepared and circulated a budget analysis for 2024/25 based on several scenarios arising from the potential VAT liability and earmarking S106 funds.

The Parish Council RESOLVED to accept the budget and spread the potential VAT liability over a three-year period.

c) Review of proposed precept calculation

The Clerk had circulated a spreadsheet showing the budget information for 24/25 based on a calculation of expenditure and the proposed precept calculation. The calculation included permutations on the potential VAT liability and, to provide for a General Fund in line with good accounting practices, an amount set aside to build up the fund.

The Parish Council RESOLVED to raise the precept by 11% to £19293.00.

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d) VAT reimbursements

The Clerk had circulated a document received from the Sampford Peverell Recreation Ground and Village Hall Charity detailing the items that the previous Clerk had claimed a VAT refund. The total amount of the reclaimed VAT was £13894.74. Discussion was ongoing as to how this amount would be repaid to HMRC.

The Clerk was preparing the VAT submission from the Parish Council for VAT reimbursements for 2022/23 and this money could be allocated to the repayment of the sums claimed.

e) Authority to pay accounts rendered:

The Parish Council RESOLVED to make the following payments:

S McGeever (wages - November)	£ 363.37
HMRC (PAYE)	£ 90.80
Sampford Peverell Recreation Ground and Village Hall Charity (meeting room)	£ 15.00
Amp Electric (£106 works at playing field)	£ 211.00
B O'Connell (opening, closing and cleaning of the public conveniences)	£1127.00
Microsoft 365 renewal (re-imbursed to Clerk)	£ 59.99
Sampford Peverell Recreation Ground and Village Hall Charity (play park donations received to the Parish Council 1/4/22-31/10/23)	£ 167.00

The following cheques were written to allow payment at the Post Office:

001698 MDDC (Grass cutting) to 001707	£1612.69
001699 MDDC (Grass cutting) to 001706	£ 225.00

Councillor Cutts noted that Mr O'Connell's payment for opening, closing and cleaning the public conveniences had remained at £12 per day for some time and proposed that the sum increase to £15 per day from 1 December 2023. Councillor Burt seconded the proposal.

The Parish Council RESOLVED to implement the above proposal with one abstention.

The Clerk advised that an increase had been written into the budget for 2024/25.

f) Change of bank from Natwest to Unity Trust

Given the difficulties in changing to online banking and changing the signatories with Natwest, the Parish Council RESOLVED to change to the Unity Trust Bank.

g) Review of Clerk's hours and National Pay Rise

The Parish Council RESOLVED to consider the new pay structure effective from 1 April 2023 at the January meeting.

h) Grant requests

The Parish Council RESOLVED to provide a grant of £50 to the Citizens Advice Bureau. They had advised 54 residents in the village and given the current financial situation, their services were required.

2023/24/017/7 Review of Documents

a) Financial Regulations

The Parish Council RESOLVED to accept the Financial Regulations as written and approved in December 2022.

b) Asset register

The Parish Council noted that the asset register remained unchanged.

The Clerk noted that the Parish Council had used S106 monies to provide the inclusive swing in the play park and this could either be added to the asset register or donated to the Recreation Ground and Village Hall Charity who were responsible for the upkeep of the play park.

It was RESOLVED to donate the inclusive swing to the Sampford Peverell Recreation Ground and Village Hall Charity.

2023/24/017/8 Items not for discussion/next meeting

Councillor Taylor advised that the decision had been used to make use of the Silver Birch as the Christmas Tree and lights were being purchased in the line with the decision made at the meeting on 27 November 2023.

Councillor Taylor advised that he wished to attend MDDC's State of the District Debate to be held in March of next year on behalf of the Parish Council. It was noted that MDDC had requested input in forming the agenda and contributing to the debate and potential agenda items would be discussed at the next meeting.

Councillor Taylor advised he had written to Councillor Radford (DCC) regarding the grit bins and was working on the Snow Plan.

The Parish Council noted that decisions on applications 23/01654/CAT and 23/00485/LBC and asked the Clerk to contact MDDC so that further discussion could take place at the next meeting.

Councillor Cutts reminded councillors about the Christmas lunch on 10 December 2023.

2023/24/017/9 Next meetings of the Parish Council:

22 January 2024 at 7pm in the Committee Room of the Memorial Hall

25 March 2024 at 7pm in the Committee Room of the Memorial Hall

13 May 2024 – Annual Meeting of the Parish Council - at 7.30pm in the Committee Room of the Memorial Hall

Annual Parish Meeting:

13 May 2024 – Annual Meeting of the Parish Council - at 7pm in the Committee Room of the Memorial Hall

Councillor Castle gave her apologies for the meeting on 25 March 2024.

The Chairman closed the meeting at 8.10pm

Signed _____
Chairman

Date: _____

SAMPFORD PEVERELL PARISH COUNCIL

5	Planning matters	7-9
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a) Consultation requests/notifications received:

23/01907/HOUSE

Proposal: Erection of single storey extension
Location: Mayfield 13B Paullet Sampford Peverell
Site Vicinity Grid Ref: 302667 / 114093
Parish: Sampford Peverell 42

Deadline for comments: 3 January 2024 - Extension to 26 January 2024

23/01921/FULL

Proposal: Variation of Condition 2 of 20/00748/FULL - Change of use of land from commercial to residential use, including the demolition of a building and erection of a single storey dwelling - to include revised plans 23/01304/NMA - REFUSED 11/09/23
Location: 22 Lower Town Sampford Peverell Tiverton
Site Vicinity Grid Ref: 303251 / 114343
Parish: Sampford Peverell 42

Deadline for comments: 8 January 2024 - Extension to 26 January 2024

23/01926/FULL

Proposal: Variation of condition 2 of planning permission 19/01897/FULL (Erection of 3 dwellings following demolition of agricultural buildings) to allow for substitute plans relating to the Barn and Cottage
Location: Land and Buildings at NGR 303139 114216 (Morrells Farm) Lower Town Sampford Peverell
Site Vicinity Grid Ref: 303139 / 114216
Parish: Sampford Peverell 42

Deadline for comments: 8 January 2024 - Extension to 25 January 2024

24/00037/HOUSE

Proposal: Conversion of garage to enlarge dwelling (Revised Scheme)
Location: 5 Blackdown View Sampford Peverell Tiverton
Site Vicinity Grid Ref: 302794 / 114186
Parish: Sampford Peverell 42

Deadline for comments: 30 January 2024

Survey of Rural Services in Mid Devon

The survey is also open to the general public to complete and can be accessed via <https://letstalk.middevon.gov.uk/rural-services>. Following a request to extend the deadline, we would appreciate it if responses could be provided **by Friday 1st March 2024**.

Existing applications:

Planning Reference DCC/4358/2023

Planning Application at Land at Greenway, Uplowman, Tiverton

Further information has been requested from the applicant and the Parish Council will be notified when the new information has been received and a consultation period will be held.

b) decisions notified by MDDC

23/00485/LBC – REFUSED – 30 November 2023

Proposal: Listed Building Consent for installation of 16 photovoltaic panels on South facing roof

Location: High Cross House 3 Higher Town Sampford Peverell Tiverton

21/02095/FULL – GRANTED - 1 December 2023

Proposal: Conversion of existing barns to ancillary accommodation to main dwelling and alterations to main dwelling including the installation of a canopy to the front door

Location: East Pitt Farm Whitnage Tiverton Devon

21/02096/LBC – GRANTED – 1 December 2023

Proposal: Listed Building Consent for the conversion of existing barns to ancillary accommodation to main dwelling and alterations to main dwelling including the installation of a canopy to the front door

Location: East Pitt Farm Whitnage Tiverton Devon

23/01654/CAT – GRANTED – 4 December 2023

Proposal: Notification of intention to remove 1 Silver Birch tree within the Conservation Area

Location: 26 Higher Town Sampford Peverell Tiverton Devon

23/01559/FULL – GRANTED - 15 December 2023

Proposal: Erection of 2 dwellings following the demolition of barns utilising the Class Q fallback position (23/00936/PNCOU)

Location: Land at NGR 304560 116846 (Goldsmoor House) Westleigh Devon

23/01809/CAT – GRANTED – 5 January 2024

Proposal: Notification of intention to fell 1 Apple tree, pollard 1 Apple tree and 1 Damson tree and lift the crown of 1 Apple tree within the Conservation Area

Location: Chains Barn 16 Chains Road Sampford Peverell Tiverton

23/01755/TPO – GRANTED – 8 January 2024

Proposal: Application to fell 1 multi-stemmed Sycamore tree protected by Tree Preservation Order 89/00005/TPO

Location: Acer House Blackdown View Sampford Peverell Tiverton

c) enforcement matters

ENF/22/00302/RURAL - 31/10/22

Construction of pond

Land off Station Road, Sampford Peverell

No update has been received.

d) any other planning matters and planning correspondence

Edenstone – 30 January 2024 at 11am – meeting about planter

Red Linhay's appeal regarding the noise condition was approved by the Inspectorate citing that the one-month timescale was too short. However, the need for a noise assessment was upheld and there is now a three-month timescale.

Red Linhay has several applications awaiting decision. The Inspector did re-iterate all the current conditions in the decision notice such as 500kw, amount of fodder to be brought in etc.

Hartnoll Farm have asked for a judicial review on the Appeal decision in favour of MDDC and refusal of 150 houses.

A decision is also awaited on the Battery Farm at Junction 27.

SAMPFORD PEVERELL PARISH COUNCIL

6	Financial matters	10-11
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a) Current Financial position – to 31/12/23

The accounts spreadsheet has been circulated to councillors.

Business Reserve Account

Balance 30/9/23 £4009.97

No statement has been received and it is likely that there will have been a slight increase in the amount.

A letter was written asking for the statements to come to the Clerk. A further letter is needed.

Bank reconciliation

Balance at 30 September 23 £ 4009.97

Bank statement needed for further reconciliation.

But £20,000 transferred to this account £24009.97

Current Account

Balance at 31/10/23 £39011.84

Statement to 30/11/23

Receipts: FOTP £ 8.00

Reconciles to bank statement

Payments:

001694 - HMRC (PAYE) £ 90.80

Reconciles to bank statement

Statement to 31/12/23 £38929.04

Receipts: FOTP £ 8.00

Reconciles to bank statement

Payments:

001696 Npower (Electricity) £ 50.86

001697 Source for Business £ 93.59

001708 B O'Connell (opening, closing and cleaning of the public conveniences) £ 1127.00

001700 T J McCabe (Playing Field) £ 1066.80

001695 S McGeever (wages - November) £ 363.37

001702 S McGeever (wages - November) £ 363.37

001699 MDDC (Grass cutting) to 001706 £ 225.00

001698 MDDC (Grass cutting) to 001707 £ 1612.69

001709 Microsoft 365 renewal (re-imbursed to Clerk) £ 59.99

001703 HMRC (PAYE) £ 90.80

001701 PCC (Grant) £ 350.00

001705 Amp Electric (\$106 works at playing field) £ 211.00

001713 Steve Taylor (Christmas Tree) £ 162.76

Transfer to Reserve Account £20000.00

Total £25774.13

Balance at 31/12/23 £13162.91

Uncashed cheques	
001659 – Village Hall meeting room	£ 15.00
001704 Sampford Peverell Recreation Ground and Village Hall Charity (meeting room)	£ 15.00
001710 Sampford Peverell Recreation Ground and Village Hall Charity (play park donations received to the Parish Council 1/4/22-31/10/23)	£ 167.00
001711 CAB donation	£ 50.00
001712 Outdoor play (swing)	£ 5191.20
001714 Npower (electricity)	£ 48.35

Bank reconciliation

Balance at 31 October 23	£39011.84
Receipts 31/11/23	£ 8.00
Payments 31/11/23	£ 90.80
Balance at 31/11/23	£38929.04
Receipts 31/12/23	£ 8.00
Payments 31/12/23	£25774.13
Balance at 31 December 23	£13162.91
Reconciles to bank statement	

b) Payments made since the last meeting
With the Chairman – will be available at the meeting

c) Authority to pay accounts rendered

The following invoices have been received for payment:

001715 HMRC (PAYE)	£ 90.80
Mrs S McGeever (wages)	£ 363.37
RW Gale Ltd (Playing field)	£5163.60

The precept application has been submitted.

d) S106

i) The first tranche of money has been received for the access improvements at the playing field. An update has been received and invoices are awaited. The second tranche of money will be requested from MDDC.

ii) With regard to the Heathcoat's request in relation to S106 funds, no further information has been received.

iii) The application for inclusive play equipment had been received. The work has been done and the cheque for payment sent - £5191.20.

A letter donating the swing to the Recreation Ground and Village Hall Charity will be presented for signature at the meeting.

e) VAT
Ongoing

f) Banking
Change to Unity underway

g) NALC increase/Clerks hours.

h) Request for a grant from the Methodist Church

SAMPFORD PEVERELL PARISH COUNCIL

7	Report from Working Groups/Individual Roles	12
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- a) Communications & Engagement (publicity)
 - Replacement representative
 - Social Media (Cllr Castle/Cotrell)

- b) Climate Change and environmental issues (Cllr Burt)
 - SP wastewater treatment and works update
 - correspondence from SouthWest Water
 - discussions with Councillor Westcott

- c) Roads, Pavements & Footpaths/Road Safety (Cllrs Burt and Castle)
 - traffic speed survey: follow up action
 - '20 is plenty' signage/national '20 is plenty' membership/speed limits
 - Annual footpath review
 - 'Footpaths blocked by fallen trees - action taken'
 - new footpath at Turnpike
 - overgrown hedge in the park
 - trees on Brendon

- d) Public Convenience Development Group (Cllr O'Connell & Taylor)
 - replacement representative
 - maintenance issues/costs
 - utility accounts received
 - proposed remodelling works
 - servery update – opening hours etc.
 - cleaning and daily locking

- e) Affordable Housing – Community Lands Trust
 - replacement representative
 - report on CLT meeting

- f) Snow Warden (Cllr Taylor)

- g) Tidiness/Litter-picking (Cllr Burt)

- h) Defibrillator maintenance (Cllr Taylor)

- i) Road Warden scheme

SAMPFORD PEVERELL PARISH COUNCIL

8	Other Highways and village matters	13
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- a) Vandalism/ASB/criminal damage in the village
None reported to date.

- b) Other highways matters: road maintenance/Boobery
 - Flooding at Turn Pike
 - Ditch opposite numbers 25a, 27 and 29 higher town

- c) DCC decision to allow self-funded 20mph applications
 - Information is awaited on cost.

SAMPFORD PEVERELL PARISH COUNCIL

10	Brief reports from Parish Council representatives on any recent activities	14
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- a) Village Hall and Recreation Ground Charity Committee
 - representative needed

- b) Grand Western Canal Joint Advisory Committee
 - representative needed
 - Newsletters circulated
 - Funding cuts

- c) Sampford Peverell and District Twinning Association (Cllr Castle)

- d) Sampford Peverell Society (Cllr Burt)

- e) Tree Wardens (report from Mr Peter Bowers)
 - Tree works by GWC

SAMPFORD PEVERELL PARISH COUNCIL

11	Correspondence	15
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- a) D-Day 80 Celebrations – June 2024
- b) Devon Walking Festival – September 2024
- c) Cullompton & Tiverton Cycling and Walking Infrastructure Plan (LCWIP)
- d) Devon Community Resilience Forum conference on March 22nd 2024
- e) Parish maps

SAMPFORD PEVERELL PARISH COUNCIL

13	Next meetings of the Parish Council	16
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Date of next meetings:

25 March 2024