

## Sampford Peverell Parish Council (SPPC)

I hereby give notice that a general business meeting of the Parish Council will take place on Monday, 23 September 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 16 September 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	<b>Public Open Forum</b> 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	<b>Apologies and Co-options (recruitment of new councillors)</b>	N/A
3	<b>Declarations of Interest</b>	N/A
4	<b>Approval of the Minutes of the meeting of the Parish Council held on 19 August 2024</b>	2-6
5	<b>Matters Arising from the minutes and actions</b>	7
6	<b>Planning matters</b>	8
7	<b>Financial matters</b>	9
8	<b>Reports from Councillors not considered under item 5</b>	10
9	<b>Discussions with DCC Member Cllr Ray Radford and with MDDC Ward Members, Cllrs Lock and Westcott</b>	N/A
10	<b>Brief reports from Parish Council representatives on any recent activities</b>	11
11	<b>Matters for the next meeting</b>	N/A
12	<b>Next meetings of the Parish Council</b>	12

Susan McGeever  
Clerk and Responsible Financial Officer  
Sampford Peverell Parish Council

**SAMPFORD PEVERELL PARISH COUNCIL**

<b>4</b>	<b>Approval of the Minutes of the meeting of the Parish Council held on 19 August 2024</b>	
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19 August 2024 – Draft

Summonses to the Meeting of Sampford Peverell Parish Council to be held at the Memorial Hall, Lower Town on 19 August 2024, starting at 7.00 pm, were distributed with the agenda and posted on the website 12 August 2024.

**Minutes of the Meeting of Sampford Peverell Parish Council  
held on 19 August 2024 at the Memorial Hall**

Present,

Councillors T Burt (Chair), D Bartin, E Castle, A Mackenzie, S Taylor and A Williams together with Councillor Westcott (MDDC Ward Councillor) and S McGeever (Clerk).

Councillor Burt opened the meeting at 7.00pm.

**2024/25/024/1 - Open Forum**

No members of the public were present.

**2024/25/024/2 - Apologies and Co-options**

Apologies had been received from Councillors C Cottrell and B O’Connell together with Councillor Lock (MDDC Ward Councillor) and Councillor Radford (DCC Councillor).

It was noted that the co-option application received lacked sufficient detailed information, and a meeting would be set up with Councillors Burt, Taylor and the Clerk prior to the next meeting.

**2024/25/024/3 - Declarations of Interest**

There were no declarations of interest.

**2024/25/024/4 - Approval of the Minutes of the meeting of the Parish Council held on 15 July 2024**

It was RESOLVED that the minutes of the meeting held on 15 July 2024 were a true record of proceedings, with one spelling mistake, and they were duly initialled and signed by the Chair.

Councillor Burt advised that the wrought iron gates were operational, and Councillor Williams felt that they should be closed, and opened as required by pedestrian, to prevent children running out onto the road.

Councillor Taylor raised the waste bins at Richmond Close and the overflow of ‘poo’ bags.

**Action:** Clerk to investigate costs of a second bin and/or weekly collections.

Councillor Burt raised the condition of the Public Conveniences and concerns over their long-term management.

**Action:** Councillor Burt/Taylor to speak to Councillor O’Connell and offer assistance

**2024/25/024/5 Planning**

a) Consultation requests received since the last full Parish Council meeting:

**24/00546/OUT**

Proposal: Outline for the erection of 1 dwelling and associated works  
Location: Land at NGR 303141 114141 (Rear of The Merriemeade House) Lower Town

The Parish Council noted that the above application had been withdrawn.

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**24/01023/CAT**

Proposal: Notification of intention to fell 1 Maple tree (T76) within the Conservation Area  
Location: Sampford Peverell Church of England Primary School Higher Town Sampford Peverell  
Site Vicinity Grid Ref: 302824 / 114275  
Parish: Sampford Peverell 42

The Parish Council RESOLVED that it had no objection to the application given that the tree would only grow and cause damage to the car parking area. It would be preferential to see raised beds in the area.

Councillor Castle advised that the school were looking to have raised beds for vegetable growing etc.

**Action:** Clerk to contact the school and Councillor Radford regarding possible funding from the Locality Budget.

**24/01020/CAT**

Proposal: Notification of intention to reduce the crown of 1 Sycamore tree by 2-2.5m and lift the crown by 3m within the Conservation Area  
Location: Globe Inn 14 - 16 Lower Town Sampford Peverell  
Site Vicinity Grid Ref: 303120 / 114258  
Parish: Sampford Peverell 42

The Parish Council RESOLVED that it had no objection to the application.

b) decisions notified by MDDC

The Parish Council noted the following decision notices:

**24/00929/CAT – APPROVED – 24 July 2024**

Proposal: Notification of intention to remove dead Elm tree(s) by canal wall within a Conservation Area  
Location: St John The Baptists Church Higher Town Sampford Peverell Devon

**24/00872/HOUSE – APPROVED - 26 July 2024**

Proposal: Provision of raised platform/ramp and garden alterations for access improvements  
Location: 3 The Brendons Sampford Peverell Tiverton Devon

c) enforcement matters

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

Construction of pond  
Land off Station Road, Sampford Peverell

The Clerk would be meeting with the Enforcement Officer in August.

**Action:** Clerk to contact

d) any other planning matters and planning correspondence

The Clerk had again been in contact with Edenstone but no information had been provided regarding the planter.

**Action:** Clerk

## Consultation by MDDC on the Grand Western Canal Conservation Area

Councillor Taylor advised that he had attended the Joint Advisory Group meeting as the Parish Council's representative and had circulated information to the Parish Council on the meeting, the consultation, the impact on Sampford Peverell and the canal overall.

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The consultation was being carried out as part of a review of all conservation areas in the district.

The review was proposing opportunities for the enhancement of the Grand Western Canal Conservation area. This included both adding and removing areas.

The key concern was that the removal of areas from the conservation area did not then lead to planning applications that would not have been received/approved had the areas still be in the conservation area. The protection of this key amenity and its enjoyment by residents and locals was extremely important. That said, there were areas within the conservation area that did not appear to have any historical link to the canal and could possibly be removed without any subsequent deficit to the amenity value.

The main concern appeared to focus on Snake Wood and Tidcombe Hall which had been a site where development was being proposed and thus far had not been approved. Removal of these areas from the Conservation Area could lead to development that would impact the canal and the surrounding road structure.

The removal of Manleys B&B at Sampford Peverell itself did not appear to adversely affect the canal unless there was an historic reason why it should remain.

Overall, the Parish Council welcomed the review and, without in-depth historical evidence, could see no reason to object to the change recommended for Sampford Peverell. However, any changes to the conservation area should not impact on this historic area and its amenity value.

### 2024/25/024/6 – Finance

#### a) Financial figures for 2024/25

Reserve Account (Unity)		
Balance on 30 June 2024	£ 0.00	
Transfer from Unity Current Account (6/7/24)	£25000.00	
<b>Balance on 31 July 2024</b>	<b>£25000.00</b>	
Current Account (Unity)		
Balance on 30 June 2024	£29000.08	
Payments		
Transfer to Reserve Account	£25000.00	£25000.00
Pennon Water	£ 98.15	
Allsopp Pitt	£ 499.20	
Npower	£ 53.86	
HMRC	£ 96.80	
S McGeever (May)	£ 387.62	
Methodist Church	£ 70.00	
Mr Harding	£ 1049.08	
P Russell (internal auditor)	£ 125.00	
Parish Online	£ 342.00	
Npower	£ 52.16	
HMRC	£ 97.00	
S McGeever (June)	£ 387.42	£ 3258.29

**Balance on 31 July 2024**

**£ 741.79**

b) Payments made since the last meeting/to be authorised  
Transfer of £3000 from Reserve Account to Current Account

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S McGeever (wages)	£ 387.42
HMRC (PAYE)	£ 97.00
Royal British Legion (grant)	£ 100.00
B O'Connell (public conveniences)	£1895.00

c) Authority to pay accounts rendered

The following invoices have been received for payment:

Npower (public conveniences)	£53.86
Village Hall 1 (meeting room)	£20.00
Village Hall 2 (meeting room)	£20.00
Southwest Water (public conveniences)	£32.69

d) S106

The additional monies of £1372.28 had been received from MDDC.

e) VAT situation

A meeting was still required with Councillors Burt and O'Connell, the Clerk and HMRC.

f) New Financial Regulations

The Clerk had circulated proposed Financial Regulations based on the new model documents approved by the National Association of Local Councils.

The Parish Council would consider the document with a view to its approval, with any required amendments, at the next meeting.

The Clerk advised that the Standing Orders should be considered alongside.

**Action:** Clerk to ensure both documents were compatible

Defibrillator Lighting

Councillors Taylor and Mackenzie had considered how to light the defibrillators in the village. Suitable lights could be found online and then fitted. Given that the Parish Council had approved the lighting for the defibrillators, the expenditure on the basis that the total amount would be under £300, best value would be sought.

Fitting of the sink at the Public Convenience

Councillors Taylor and Williams had considered the fitting of the sink. Given the low cost for its installation and the pre-agreed budget, the work would be carried out as soon as possible.

## **2024/25/024/7 Matters for the next meeting**

Councillor Westcott advised that there was not a great deal to report. The Grand Western Conservation Area Consultation would be decided by Cabinet (MDDC Councillors who were portfolio holders) and not by Full Council.

Councillor Westcott also advised that there would be World River Day on 22 September 2024 and this was an opportunity to raise awareness and concerns over local rivers. It was hoped that water issues would return to Scrutiny at MDDC.

Councillor Burt raised the CPRE survey, and this would be completed by Councillors Burt and Taylor.

Councillor Mackenzie advised that trees would be planted along the permissive path near Junction 27 on private land. It was hoped that the trees would be planted in the new year.

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Councillors confirmed that they had set up accounts for the gov.uk email addresses. These email addresses could now be added to the website and published in the parish magazine.

**Action:** all to send photographs to the Clerk for the new website

Councillor Mackenzie advised that the CLT had met to discuss the potential planning application that would allow for an area of land to be set aside for community housing.

It was noted that the Government had specified a preference for grey and brown field sites for housing developments to meet its new housing targets. Affordable homes were the key to providing housing for local residents.

Councillor Castle advised that work was ongoing for the Village Showcase on 9 November 2024 and a list of societies etc would be circulated to ensure that all societies and individuals received an invitation.

**Action:** Councillor Castle

### **2024/25/024/8 – Next meetings of the Parish Council**

The date of the next meetings is:

23 September 2024

The Chair closed the meeting at 8.05pm

Signed \_\_\_\_\_  
Chair

Date: \_\_\_\_\_

## SAMPFORD PEVERELL PARISH COUNCIL

5	<b>Matters Arising from the minutes and actions</b>	
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- a) VAT – see Finance
- b) Public Convenience – refurbishment
- c) Review of financial arrangements between Village Hall and Parish Council:
  - DAAT letter
  - Play park equipment
  - Swing
- d) Review of core documents – new documents
- e) Purchase of a projector
- f) SP Traffic Working Group
- g) Connecting the Culm/Spratford Stream
- h) Climate change statement
- i) Defibrillator cabinets and lighting
- j) Trees at Brendon
- k) CCTV in car park
- l) Sampford Peverell Charity Lands
- m) Bench at Battons Cross
- n) Overhanging hedges
- o) Turnpike
- p) Bus stop repairs
- q) Village Showcase
- r) Mid Devon Wildlife grant
- s) Emergency Plan
- t) Neighbourhood Plan
- u) Review of assets and programme of risk assessments and safety checks
- v) Ash tree on the recreation ground

**SAMPFORD PEVERELL PARISH COUNCIL**

<b>6</b>	<b>Planning matters</b>	
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a) Consultation requests/notifications received:

**24/00991/HOUSE**

Proposal: Erection of single storey side extension and first floor infill extension

Location: La Rochelle 7 Turnpike Sampford Peverell Tiverton

Grid Ref: 302809 : 114079

Parish: Sampford Peverell 42

Deadline for comments: 19 September 2024 – extension 25 September 2024

**AHX/DCC/4358/2023**

County Matter Planning Application

Retention of existing deposition and temporary landfill site for the deposition of additional inert waste and a construction waste recycling facility with associated works including temporary buildings, access and landscaping, at Land at Greenway, Uplowman, Tiverton

The Waste Planning Authority has received further information and/or amendments in relation to the application.

Responses required within 21 days of the date of the letter 11/09/2024. Could be going to the October DCC Planning Committee.

b) decisions notified by MDDC

**24/01023/CAT – APPROVED – 20 August 2024**

Proposal: Notification of intention to fell 1 Maple tree (T76) within the Conservation Area

Location: Sampford Peverell Church of England Primary School Higher Town Sampford Peverell

**24/01020/CAT – APPROVED – 21 August 2024**

Proposal: Notification of intention to reduce the crown of 1 Sycamore tree by 2-2.5m and lift the crown by 3m within the Conservation Area

Location: Globe Inn 14 - 16 Lower Town Sampford Peverell Tiverton

**24/01126/PNAG – PRIOR APPROVAL NOT REQUIRED – 23 August 2024**

Proposal: Prior Notification for the erection of a covered silage pit

Location: Land at NGR 303922 115770 (Little Landside) Westleigh Devon

c) enforcement matters

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

Construction of pond

Land off Station Road, Sampford Peverell

No update has been received – speaking to Enforcement Officer

d) any other planning matters and planning correspondence

Planter at Edenstone – chased twice



**SAMPFORD PEVERELL PARISH COUNCIL**

<b>6</b>	<b>Financial matters</b>	<b>11</b>
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a) Financial figures for 2024/25

Reserve Account (Unity)			
Balance on 31 July 2024	£25000.00		
Transfer to Current Account (12/8/24)	£ 3000.00		
<b>Balance on 31 August 2024</b>	<b>£22000.00</b>		
Current Account (Unity)			
Balance on 31 July 2024	£ 741.79		
Transfer from Reserve	£ 3000.00		
MDDC Creditors	£ 1372.28	£4372.28	
Payments			
Royal British Legion	£ 100.00		
S McGeever	£ 387.62		
HMRC	£ 96.80		
B O'Connell	£ 1875.00		
Npower	£ 53.86		
Pennon Water	£ 32.69		
SP Village Hall	£ 40.00	£ 2585.97	
<b>Balance on 31 August 2024</b>	<b>£ 2528.10</b>		

Cumulative bank reconciliation will be presented at the meeting for the Chairman to sign.

b) Payments made since the last meeting/to be authorised

S McGeever	£ 387.42	
HMRC	£ 97.00	

c) Authority to pay accounts rendered

The following invoices have been received for payment:

Npower	£ 55.87	
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d) VAT situation

Update from meeting

e) New Financial Regulations vs Standing Orders

**SAMPFORD PEVERELL PARISH COUNCIL**

<b>8</b>	<b>Reports from Councillors not considered under item 5</b>	<b>10</b>
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- a) Communications & Engagement (publicity)
  - Social Media (Cllr Castle/Cottrell)
  
- b) Climate Change and environmental issues (Cllr Burt)
  - SP wastewater treatment and works update
  
- c) Roads, Pavements/Road Safety (Cllrs Burt and Castle)
  
- d) Public Convenience Development Group (Cllr O’Connell & Taylor)
  - maintenance issues/costs
  - cleaning and daily locking
  - utility accounts received
  
- e) Affordable Housing – Community Lands Trust
  
- f) DAAT (Cllr Taylor)
  
- g) Highways
  - 20mph
  - Joint Traffic Working Group
  - Parking at Tiverton Parkway Junction
  - Overhanging tree
  - Damage to bridge
  
- h) Footpaths

**SAMPFORD PEVERELL PARISH COUNCIL**

<b>10</b>	<b>Brief reports from Parish Council representatives on any recent activities</b>	<b>11</b>
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- a) Village Hall and Recreation Ground Charity Committee (Cllr O’Connell)
- b) Grand Western Canal Joint Advisory Committee (Cllr Taylor)
- c) Sampford Peverell and District Twinning Association (Cllr Castle)
- d) Tree Wardens (report from Mr Peter Drew)

**SAMPFORD PEVERELL PARISH COUNCIL**

<b>12</b>	<b>Next meetings of the Parish Council</b>	<b>12</b>
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Date of next meeting:

21 October 2024

18 November 2024 (Finance)

16 December 2024 (if required)

20 January 2024