

Sampford Peverell Parish Council (SPPC)

Meeting of the Parish Council

I hereby give notice that a Meeting of the Parish Council will take place on Tuesday, 21 July 2026 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 13 July 2026

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 vacancies	N/A
3	Declarations of Interest and dispensations	N/A
4	Approval of the Minutes of the meeting of the Parish Council held on 29 June 2026	3-9
5	Discussions with the new DCC Council Member and with MDDC Ward Members, Councillors Lock and Westcott	N/A
6	Matters Arising from the minutes and actions not included elsewhere on the agenda and/or raised by the Clerk	10
7	Planning matters	11
8	Financial matters	12-13
9	Reports from Councillors not considered under Item 6	14
10	Reports from Parish Councillor representatives	15
11	Any business items for the next meeting	N/A
12	Date for Parish Council meeting for 2026/27 17 August 2026 – only if required 21 September 2026	N/A

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 29 June 2026	3-10
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SAMPFORD PEVERELL PARISH COUNCIL

29 June 2026 – Draft

Summonses to the Meeting of Sampford Peverell Parish Council held at the Memorial Hall, Lower Town on 29 June 2026, starting at 7.00 pm, were distributed with the agenda and posted on the website, 22 June 2026.

Minutes of the Meeting of Sampford Peverell Parish Council held on 29 June 2026 at the Memorial Hall

Present:

Councillors T Burt (Chair), D Bartin, C Cottrell, A Fasey, J Harris, S Taylor and A Williams together with Councillors Lock and Westcott (MDDC Ward Councillors) and S McGeever (Clerk).

Councillor Burt opened the meeting at 7.00pm and welcomed all present.

2026/27/043/1 - Open Forum

Members of the public raised the following:

- Concerns over changes to the access to the stream by the tennis courts without any consultation with the community.
- Concerns over planning application 26/00400/PIP particularly in regard to village infrastructure, utilities such as sewage and water, the impact on the canal bridge, road safety and the visibility splay of the entrance to the site, together with environmental concerns given the land was a haven for wildlife such as bats and swifts and provides a wildlife corridor. Apart from one farmhouse, there were no other properties on that side of Whitnage Road. Speed limits were not adhered to and the village already had more houses being built.

The Chair moved the Parish Council discussion of 26/00400/PIP forward but for ease it is reported under planning.

2026/27/043/2 - Apologies and Vacancies

Apologies had been received from Councillor MacKenzie and Councillor Clist (DCC Councillor).

It was noted that following the co-option of Jo Harris, the Parish Council still had one vacancy. The website had been updated, and the Parish Magazine would be updated in the next issue.

2026/27/043/3 - Declarations of Interest

There were no declarations of interest.

2026/27/043/4 - Approval of the Minutes of the meeting of the Parish Council held on 11 May 2026

It was RESOLVED that the minutes of the meeting held on 11 May 2026 were a true record of proceedings and they were duly initialled and signed by the Chair.

2026/27/043/8 - Discussions with DCC Member Councillor Clist and with MDDC Ward Members, Councillors Lock and Westcott

Councillor Lock reported on the following matters:

- Local Government Reorganisation, noting that District Councils and Devon County Council were working more closely on the potential structural changes with a decision of its format in July 2026, elections in May 2027 with LGR in place by April 2028.

- The deadline for expressions of interest in MDDC assets was 30 June 2026.
- There was a new Mid Devon tourist site.
- There was crisis resilience funding available.
- The Queen Elizabeth Scholarship Trust was open to applications from individuals involved in the craft industry.

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- The changes to the National Planning Policy Framework limited councillor's ability to call applications in.
- Recycling rates were increasing and this provided funds to MDDC.

Councillor Westcott reported that

- The changes to the National Planning Policy Framework were due to come into effect on 30 September 2026 and under the new regime applications up to 10 houses would be an officer decision. It would be increasingly important for Parish Councils to make all their views known at the initial planning stage as once Permission in Principle had been granted there would be limited room for comment.
- South West Water continued to indicate that the sewage plant could cope with the addition of further houses despite the known high frequency of overflows.
- The Mid Devon Local Plan was under discussion with the need to find land for 5000 houses and there would be two rounds of consultation. Land within 15 minutes of a mainline stations would be targeted. Development in Sampford Peverell would require improvements to Junction 27 and to the A361 junction at the east end of the village.
- There were business grants to assist companies in reducing energy bills.

2026/27/043/6 - Matters Arising from the minutes and actions not included elsewhere on the agenda and/or raised by the Clerk

a) Climate change statement

Councillor Burt advised that he had nothing to report

b) Biodiversity and enhancing wildlife

In the absence of Councillor McKenzie, no report was given.

c) Emergency Plan

Councillor Bartin continued to work on the Emergency Plan and a public meeting would be scheduled for the autumn to call for volunteers and members of the Response Team which would include Parish Councillors and those responsible for emergency hubs.

d) Neighbourhood Plan

The Housing Needs Survey had been completed and the Parish Council awaited the results.

Councillor Burt had drafted a Neighbourhood Priority Statement, and this would be posted on the website with a link to a questionnaire so that community input could be obtained.

Action: Councillor Bartin to create a questionnaire/Clerk to send draft to Councillor Harris and put onto the website

e) Update on programme of risk assessments and safety checks

Councillor Williams advised that a meeting had taken place with DCC Footpaths regarding the barriers at the Blackdown View footpath and how it could be made safer. The changing of the barriers and the marking of the end of the footpath on the road had been positively received by DCC Footpaths and a proposal was awaited. Pedestrian signage had also been requested.

Matters brought forward:

- Beech hedge in Whitnage Road

Still required cutting

- Planting of two living Christmas trees

It was reported that the trees had died.

- Fly tipping

Neither MDDC nor DCC could assist as the land was privately owned.

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It was noted that there was rising tarmac in Beaufort Close that was causing a trip hazard. This would be reported on the DCC website.

Clerk matters:

Action Plan

Parish Councillors to feed potential projects to the Clerk.

Allotment Survey

Awaiting information from the Allotment Society

MDDC Asset Transfer

The expression of interest form has been submitted. A response is expected following the closing date of 30 June 2026.

Governing AI in the Public Sector

It is likely that NALC will use a topic note on the use of AI.

Civility and Respect Pledge

The pledge has been signed and the certificate received.

2026/27/043/7 Internal Audit 2025/26

Review of the Internal Auditor's Report

The Parish Council noted the Internal Auditor's Report and RESOLVED to accept its contents. The report would be published on the website.

The following recommendations would be carried out:

- Upload the Risk Management Register on to the website.
- Have both Budget and Precept as specific agenda items to improve transparency.
- Minute the dates of the public notice at the meeting where the AGAR was approved.

Appointment of an auditor for 2026/27

The Parish Council noted that this year's report was extremely thorough and RESOLVED to re-appoint the Internal Auditor.

2026/27/043/8 Annual Governance Statement 2025/26

Given the Internal Auditor's Report, the Parish Council RESOLVED that it had met its objectives, and the Annual Governance Statement was duly completed and signed by the Chair and Clerk.

2026/27/043/9 Accounting Statements 2025/26

The Parish Council noted that the Clerk/RFO had prepared and signed the Accounting Statements prior to the meeting.

Given the Internal Auditor's Report, the Parish Council RESOLVED that the Accounting Statement should be signed by the Chair.

The Parish Council noted that dates for the notification of public rights would be Wednesday, 1 July to Tuesday, 11 August 2026.

2026/27/043/10 - Planning

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

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26/00653/HOUSE

Proposal: Erection of a first-floor extension

Location: 8 Fairfield Sampford Peverell Tiverton

Site Vicinity Grid Ref: 303416 / 114489

Parish: Sampford Peverell 42

The Parish Council RESOLVED that it had no objections to this application.

26/00678/HOUSE

Proposal: Erection of single-storey side extension; two-storey rear extension and porch

Location: Autumn House Westleigh Tiverton

Site Vicinity Grid Ref: 304552 / 116465

Parish: Sampford Peverell 42

The Parish Council RESOLVED that it had no objections to this application.

24/01847/MFUL

Proposal: Continued operation of existing anaerobic digester plant without previous limitations on power output, feedstocks and tonnages, provision of new covers to AD silage clamps and digestate storage tank and extension to CHP unit building to provide improved office and facilities space and improved parking

Location: Land at NGR 299621 112764 (Red Linhay) Crown Hill Halberton Devon

Grid Ref: 299621 : 112764

Parish: Halberton 25

The Parish Council RESOLVED that it would record its objection to this application. The removal of current limitations on power output, feedstocks and tonnages would result in increased traffic movements both to and from the site and with it the associated road safety concerns. The Parish Council believed that the limitations had been put in place for good reason given the rural location of the AD plant.

26/00733/HOUSE

Proposal: Retention of single-storey rear extension following demolition of conservatory; erection of two storey extension to front elevation

Location: Blakeney Lower Town Sampford Peverell

Site Vicinity Grid Ref: 303795 / 114417

Parish: Sampford Peverell 42

The Parish Council RESOLVED that it had no objections to this application.

26/00400/PIP

Proposal: Permission in Principle for the erection of 4 dwellings and associated works

Location: Land at NGR 303304 114741 (Adjacent To Mount Pleasant Farm) Whitnage Road Sampford Peverell

Grid Ref: 303304 : 114741

Parish: Sampford Peverell 42

The Parish Council noted that in its previous response, it had had no objection to the application following a majority decision. However, given the concerns raised during the Public Forum by concerned residents, the Parish Council RESOLVED to object to the application on the grounds of the environmental impact of using the site and concerns over road safety given the visual splay and the

narrowness of the road at that point. It was also noted that increased traffic could impact the canal bridge.

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Plan Mid Devon

The Parish Council RESOLVED to submit a response that focussed on the correct infrastructure being in place.

Mid Devon Housing and Economic Land Availability Assessment

The Parish Council noted the proposed sites for Sampford Peverell and believed that road infrastructure including parking, educational facilities and general amenities would need to be addressed prior to any increase in housing.

This would include both east and west access to the A361, improvements to Junction 27 and increased parking at Tiverton Parkway.

b) decisions notified by MDDC

No decision notifications had been received.

c) enforcement matters

No update on enforcement matters had been received.

d) any other planning matters and planning correspondence

Councillor Taylor advised that the Parish Council needed to formally take control of both planters. This would be placed as an item on the next agenda.

Edenstone had advised that they would not be supplying picket fencing. A further letter would be written.

2026/27/043/11 - Finance

The Clerk had provided the following financial information which was noted by the council members:

a) Financial figures for 2026/27

Reserve Account (Unity)

Balance on 30 April 2026	£51180.67
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Receipts

Payments

Balance on 31 May 2026	£51180.67
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Current Account (Unity)

Balance on 30 April 2026	£ 4897.59
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Receipts

05-May-26	The Little Park Pantry	Coffee unit lease	150.00	150.00
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Payments

13-May-26	B/P to: HMRC	120PF026836642412	-113.60	
13-May-26	B/P to: Susan McGeever	WAGES - M1 2627	-403.10	
13-May-26	B/P to: Susan McGeever	EXPENSES APR 26	-26.00	
13-May-26	B/P to: Susan McGeever	WAGES - M1 2627	-13.83	
13-May-26	B/P to: HMRC	120PF026836642412	-6.22	
13-May-26	B/P to: Zurich Insurance	14977588	-961.70	
13-May-26	B/P to: SP Village Hall	636 APM	-25.00	
18-May-26	S W HYGIENE LTD	444844C	-42.63	
26-May-26	B/P to: PaperStone	A19151-1	-442.00	
31-May-26	Service Charge		-7.00	-2041.08

Balance on 31 May 2026	£3006.51
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Payments made in June not shown above:

Pennon Water (Public convenience)	£138.90
Village Hall (meeting room)	£ 15.00
S McGeever (May wages)	£416.93
HMRC (May PAYE)	£119.82

Authority to pay accounts rendered:

S McGeever (expenses)	£ 26.00
SVR Windows (bus stop)	£ 90.00
Paul Russell (internal auditor)	£175.00
S Taylor (summer planters)	£ 36.87

SW Hygiene Ltd (public convenience)	£ 42.63 (DD)
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The Parish Council RESOLVED to make the above payments.

The cumulative bank reconciliation had been circulated to Parish Councillors prior to the meeting for review and was duly signed by the Chair at the meeting.

The budget monitoring report for month 2 had been circulated to Parish Councillors prior to the meeting for review and approval at the meeting. The Parish Council noted that the opening and cleaning of the public conveniences referred to the monthly charge from SW Hygiene Ltd with the cleaning being carried out by the servery operator.

The Parish Council noted for information that:

HM Revenue & Customs (HMRC) had changed the approved mileage rates for the tax year 2026/27. It is the first change since 2011.

Approved mileage rates from tax year 2026 to 2027

- Cars and vans — 55p per mile for the first 10,000 business miles in the tax year, then 25p per mile thereafter.
- Motorcycles — 24p per business mile.
- Bicycles — 20p per business mile.

Given that neither councillors or the clerk charged mileage it did not affect the Parish Council.

b) VAT

The Clerk advised that the VAT reclaim for 2025/26 was being undertaken.

c) Annual Clerk Review

Councillor Burt/Taylor advised that the Annual Clerk Review had not yet taken place.

d) Unity Trust Bank

The new debit card application is being completed and will be brought to the next meeting for completion.

e) Signatories for Unity Account

Given that the Parish Council had decided that all Parish Councillors would be signatories, this would be brought to the next meeting so it could include Councillor Harris.

2026/27/043/12 - Reports from Councillors not considered under Item 6

a) Communications & Engagement (publicity)

Councillors Cottrell and Burtin advised that they had circulated information for the website and were now in the process of updating it. The wording would need to be approved by the Parish Council.

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Councillor Taylor advised that he kept the two noticeboards up to date. The noticeboard in the play park was predominantly for fund raising purposes.

b) Climate Change and environmental issues

Councillor Burt advised that he had nothing to report.

c) Public Convenience Development Group

Councillors Taylor and Williams advised that the new contract was ready to be signed covering a two-year period and that the server operator would continue to pay the electricity bill.

d) Affordable Housing – Community Lands Trust

The Parish Council did not have a representative on the CLT but noted the proposed affordable housing at Mountain Oak.

e) Highways

- Snow Warden

Councillor Fasey was in the process of taking over from Councillor Taylor.

- Road Warden scheme

Councillors Taylor and Williams were the Road Wardens.

- Flood Warden scheme

Councillor Burt was the Flood Warden and there was nothing to report.

- Joint Traffic Meeting

The minutes of the Joint Traffic Working Group held on 2 June 2026 had been circulated to all Parish Councillors. A petition was going to be set up to try to reduce the speed limit on the Uffculme Straight.

Devon County Council Councillors Clist and Raleigh had been invited to the meeting.

- Roads, Pavements & Footpaths/Road Safety (Councillors Burt, Fasey and Williams)

Councillors Burt, Fasey and Williams would continue to monitor roads, pavements and footpaths/road safety.

Highways Matters:

- traffic speed survey: follow up action

Community Speedwatch Group to be set up.

- '20 is plenty' signage/national '20 is plenty' membership/speed limit

The Clerk had contacted Devon County Council Highways regarding the process of introducing Vehicle Activated Signs in the village and a response was awaited.

- 'no waiting at any time' Tiverton Parkway junction

The Parish Council awaited the result of the consultation.

Road surfacing had taken place from Lowman Cross to Higher Town, Sampford Peverell

f) Footpaths (Councillor Burt)

- map of footpaths in Sampford Peverell (leaflet)

A map of footpaths would be placed on the website.

- barrier/signage at Blackdown View

- Sampford Peverell Footpath 2 Public Path Order Confirmation 2025

The order confirming the re-routing of the path had been received.

g) Defibrillator maintenance

Councillor Cottrell advised that a further £131.66p was required to secure the defibrillator case.

The Parish Council RESOLVED to make the additional payment. However, if the defibrillator was not delivered immediately, the order would be cancelled and the money returned.

2026/27/043/13 - Brief reports from Parish Council representatives on any recent activities

a) Village Hall and Recreation Ground Charity Committee

Councillors Martin and Taylor felt a meeting between the Charity and the Parish Council would be beneficial and should also involve Devon Communities Together to fully understand the role of Custodian Trustee. A timeline of key changes from the land being given to the village for recreational purposes and the current constitution.

Councillor Taylor was assisting with funding for a roof survey with the possibility of installing solar panels.

b) Grand Western Canal Joint Advisory Committee

Councillor Taylor advised that he would be visiting the archaeological site in Halberton with other committee members.

c) Sampford Peverell and District Twinning Association

Councillor Harris had represented the Parish Council at the association's last meeting.

2026/27/043/14 - Matters for the next meeting

The Parish Council noted the Tree Wardens had taken down branches in MDDC's car park.

2026/27/043/15 – Next meetings of the Parish Council

The date for the next meetings was:

20 July 2026

The Clerk advised that she would not be able to attend on this date and an alternate date would be circulated.

Then:	17 August*	21 September	19 October*	16 November
	21 December*	18 January	15 February*	15 March
	19 April*			

8 May Annual Parish Meeting

17 May Annual Meeting of the Parish Council

* Denotes if required.

The Chair closed the meeting at 8.30pm

Signed _____
Chair

Date: _____

6	Matters Arising from the minutes and actions not included elsewhere on the agenda and/or raised by the Clerk	10
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- a) Climate change statement
Councillor Burt
- b) Biodiversity and enhancing wildlife
Councillor McKenzie
- c) Emergency Plan
Councillor Bartin
Quotes for funding for a public meeting, posters etc
- d) Neighbourhood Plan
Report awaited
Neighbourhood Priority Statement (awaiting feedback from residents)
- e) Update on programme of risk assessments and safety checks
Councillor Williams

Matters brought forward:

- Beech hedge in Whitnage Road (highlighted to MDDC maintenance team) – response from DCC
- Planting of Christmas trees – purchase new trees in autumn
- Fly tipping – reported to MDDC
- Tripping hazard – response from DCC

Clerk matters:

Action Plan

Parish Councillors to feed potential projects to the Clerk.

Allotment Survey

Awaiting information from the Allotment Society

MDDC Asset Transfer

The expression of interest form has been submitted. A response is expected following the closing date of 30 June 2026.

Governing AI in the Public Sector

It is likely that NALC will use a topic note on the use of AI.

MDDC Mid Devon Local Plan Meeting

Attendance at the MDDC meeting called for parishes around J27.

SAMPFORD PEVERELL PARISH COUNCIL

10	Planning matters	11
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a) Consultation requests received:

No planning applications have been received.

Mid Devon Housing and Economic Land Availability Assessment

Review of land put forward in Sampford Peverell

b) decisions notified by MDDC

No decision notifications have been received.

26/00653/HOUSE – APPROVED – 10 July 2026

Proposal: Erection of a first floor extension

Location: 8 Fairfield Sampford Peverell Tiverton Devon

c) enforcement matters

No update received.

d) any other planning matters and planning correspondence

Planters and picket fencing.

SAMPFORD PEVERELL PARISH COUNCIL

11	Financial matters	12-13
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a) Financial figures for 2026/27

Reserve Account (Unity)				
Balance on 31 May 2026			£51180.67	
Receipts				
Interest			£ 225.32	
Payments				
Balance on 30 June 2026			£51405.99	
Current Account (Unity)				
Balance on 31 May 2026			£ 3006.51	
Receipts				
01-Jun-26	The Little Park Pantry	Coffee kiosk	150.00	150.00
Payments				
08-Jun-26	B/P to: HMRC	120PF026836642412	-119.82	
08-Jun-26	B/P to: SP Village Hall	INV 649	-15.00	
08-Jun-26	B/P to: Susan McGeever	WAGES - MONTH 2	-416.93	
08-Jun-26	B/P to: Pennon Water	7094258006	-138.90	
Direct Debit (S W				
16-Jun-26	HYGIENE LTD)	444844C	-42.63	
30-Jun-26	Service Charge		-7.00	
30-Jun-26	B/P to: Susan McGeever	EXPENSES MONTH 2	-26.00	
30-Jun-26	B/P to: SVR Windows	PARISH COUNCIL 109	-90.00	
30-Jun-26	B/P to: Paul Russell	IA/0321/26	-175.00	
30-Jun-26	B/P to: Steve Taylor	PLANTERS	-36.87	
30-Jun-26	B/P to: PaperStone	A19151-1	-131.66	-1199.81
Balance on 30 June 2026			£ 1956.70	

Payments made in July not shown above:

S McGeever (June wages)	£416.93
HMRC (June PAYE)	£119.82
Village Hall (meeting room – June)	£ 15.00

Authority to pay accounts rendered:

S McGeever (expenses)	£ 26.00
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SW Hygiene Ltd (public convenience)	£ 42.63 (DD)
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The cumulative bank reconciliation has been circulated to Parish Councillors prior to the meeting for review and will be signed by the Chair at the meeting.

The budget monitoring report for month 3 has been circulated to Parish Councillors prior to the meeting for review and approval at the meeting.

b) VAT

The VAT reclaim for 2026/27 is being undertaken.

c) Annual Clerk Review
Update from Councillor Burt/Taylor

d) Unity Trust Bank
The new debit card application will be brought to the meeting for completion.

e) Signatories for Unity Account
The mandate to add signatories will be brought to the meeting.

f) Taking over responsibility for the planters
Finance is no longer available from the composting group

g) External audit
The paperwork for the external audit was submitted by the due date and acknowledgement of receipt received.

SAMPFORD PEVERELL PARISH COUNCIL

12	Reports from Working Groups/Individual Roles	14
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- a) Communications & Engagement (publicity) (Councillors Cottrell/Bartin)
 - Social Media
 - Noticeboards
- b) Climate Change and environmental issues including biodiversity net gain (Councillor Burt)
- c) Public Convenience Development Group (Councillors Taylor and Williams)
 - contract
- d) Affordable Housing – Community Lands Trust
 - No representative
- e) Highways
 - Snow Warden (Councillor Fasey)
 - Road Warden scheme (Councillors Taylor/Williams)
 - Flood Warden scheme (Councillor Burt)
 - Joint Traffic Meeting (Councillor Burt/Taylor)
 - Review of the minutes of the last meeting and any actions required
 - Roads, Pavements & Footpaths/Road Safety (Councillors Burt, Fasey and Williams)
 - Highways Matters:
 - traffic speed survey
 - Community Speedwatch Group
 - ‘20 is plenty’ signage/national ‘20 is plenty’ membership/speed limit/VAS units
 - Clerk awaiting response from DCC
- f) Footpaths (Councillor Burt)
 - map of footpaths in Sampford Peverell (leaflet)
 - barrier/signage at Blackdown Vew
 - Meeting with DCC discussed ways of identifying the road end of the footpath and replacing the barriers – update awaited
 - Sampford Peverell Footpath 2 Public Path Order Confirmation 2025
- g) Defibrillator maintenance (Councillor Cottrell)

SAMPFORD PEVERELL PARISH COUNCIL

13	Reports from Parish Councillor representatives	15
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a) Village Hall and Recreation Ground Charity Committee
Councillors Bartin and Taylor

Role of a Custodian Trustee update

b) Grand Western Canal Joint Advisory Committee
Councillor Taylor

c) Sampford Peverell and District Twinning Association
Councillor Harris