

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 Thursday, 3 September 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 which predominantly covers planning and financial matters.

A full meeting of the Parish Council will be held on 21 September 2026.

Dated this 27 August 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 21 July 2026	2-8
5	Planning matters	9-10
6	Financial matters	11-12
7	Any business items for the next meeting	N/A
8	Date for Parish Council meeting for 2026/27 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 21 July 2026	3-10
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21 July 2026 – Draft

Summonses to the Meeting of Sampford Peverell Parish Council held at the Memorial Hall, Lower Town on 21 July 2026, starting at 7.00 pm, were distributed with the agenda and posted on the website, 13 July 2026.

Minutes of the Meeting of Sampford Peverell Parish Council held on 21 July 2026 at the Memorial Hall

Present:

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

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

2026/27/044/1 - Open Forum

A member 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 intimidating behaviour and verbal abuse by individuals relating to children playing in the area by the stream and the orchard.
- The Play England 'National Play Day' will take place on 5 August 2026 and there would be an event in the Play Park.

The Chair noted the comments and the text read out and noted the land in question belonged to the Sampford Peverell Recreation Ground and Village Hall Charity and was for the use of the community. The Parish Council was the Custodian Trustee.

Councillor Taylor as the Parish Council's representative on the Village Hall committee would take the comments to its next meeting.

2026/27/044/2 - Apologies and Vacancies

Apologies had been received from Councillors Harris and Williams together with Councillor Lock (MDDC) and Councillor Clist (DCC).

The Parish Council still had one vacancy.

2026/27/044/3 - Declarations of Interest

There were no declarations of interest.

2026/27/044/4 - Approval of the Minutes of the meeting of the Parish Council held on 21 July 2026

It was RESOLVED that the minutes of the meeting held on 21 July 2026 were a true record of proceedings and they were duly initialled and signed by the Chair.

2026/27/044/5 - Discussions with DCC Member Councillor Clist and with MDDC Ward Members, Councillor Westcott

Councillor Westcott had sent through her report which is given an addendum to these minutes. The key messages were:

- Local Government Reorganisation

- Emergency Planning and Hubs
- Enforcement
- Green Enterprise Grants
- Community Grants

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2026/27/044/6 - 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

Councillor MacKenzie advised that he still had trees (mainly oaks) available for planting.

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.

Councillor Bartin would attend the next Village Hall committee meeting to talk about Emergency Hubs.

Action: Councillor Bartin/Clerk to liaise on a funding bid for the meeting and leaflets

d) Neighbourhood Plan

The Housing Needs Survey had been completed, and the Parish Council had received the draft results. Details would be published once the report was finalised.

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 Cottrell to put onto the website. All Councillors to provide feedback.

e) Update on programme of risk assessments and safety checks

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

Matters brought forward:

- Overgrown hedges

DCC considered the landowners would cut the hedges following the bird season.

- Planting of Christmas trees

New trees would be purchased in the autumn

- Fly tipping – reported to MDDC

Neither MDDC nor DCC could assist as the land was privately owned. Other incidents of fly tipping had been reported and removed.

- Tripping hazard

DCC had not been able to locate any area in Beaufort Close that they would report as a tripping hazard.

Clerk matters:

Action Plan

Parish Councillors were feeding information on potential projects to Councillor Cottrell and 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

The Parish Council would consider adopting an AI Policy.

Action: Clerk to circulate possible draft

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MDDC Mid Devon Local Plan Meeting

The Parish Council would attend the proposed meeting in September. This would include a review of the land put forward in the parish through the Housing and Economic Land Availability Assessment.

2026/27/044/7 - Planning

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

No consultation requests had been received. However, Councillor Taylor was considering attending the MDDC Planning Committee meeting with reference to application 26/00400/PIP.

b) decisions notified by MDDC

The following decision notice was noted:

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 on enforcement matters had been received other than that given in Councillor Westcott's report.

d) any other planning matters and planning correspondence

Edenstone had advised that they would not be supplying picket fencing and any requests had been dismissed by the current management team.

2026/27/044/8 - 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 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
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Payments

08-Jun-26	B/P to: HMRC	120PF026836642412	-119.82	
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08-Jun-26	B/P to: SP Village Hall	INV 649	-15.00	
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08-Jun-26	B/P to: Susan McGeever	WAGES - MONTH 2	-416.93	
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08-Jun-26	B/P to: Pennon Water	7094258006	-138.90	
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Direct Debit (S W

16-Jun-26	HYGIENE LTD)	444844C	-42.63	
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30-Jun-26	Service Charge		-7.00	
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30-Jun-26	B/P to: Susan McGeever	EXPENSES MONTH 2	-26.00	
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30-Jun-26	B/P to: SVR Windows	PARISH COUNCIL 109	-90.00	
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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	

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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
Parish Online (website)	£497.28
Village Hall (meeting room – July)	£ 15.00

SW Hygiene Ltd (public convenience)	£ 42.63 (DD)
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The Parish Council RESOLVED to make the above payments. Given the next meeting was not until 21 September 2026, the Clerk was delegated to make any agreed payments such as wages, PAYE and expenses required prior to that meeting.

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 3 had been circulated to Parish Councillors prior to the meeting for review and approval. The Parish Council noted the budget monitoring report and the reserves for 2026/27.

b) VAT

The Parish Council noted that the VAT reclaim for 2026/27 is being undertaken.

c) Annual Clerk Review

Councillor Burt advised that a date would be set for the review in the autumn.

d) Unity Trust Bank

The new debit card application was signed at the meeting.

e) Signatories for Unity Account

The mandate to add signatories would be given to Councillor Burt and the signatures obtained.

f) Taking over responsibility for the planters

Given that there was no longer finance available from the composting group, the Parish Council RESOLVED to take over the cost of planting at a figure of approximately £100 per year.

g) External audit

The paperwork for the external audit had been submitted by the due date and acknowledgement of receipt received.

2026/27/044/9 - Reports from Councillors not considered under Item 6

a) Communications & Engagement (publicity)

Councillors Cottrell advised that there had been many positive responses to the new defibrillator cabinet.

Councillor Burtin advised that an email had been received regarding enhancing the stream area and creating a habitat together with concerns about the new signage. It was important to grow the number of people accessing the parish council Facebook page.

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Councillor Burtin together with Councillor Taylor would take this information to the next meeting of the Sampford Peverell Recreation Ground and Village Hall charity.

Councillor Cottrell had circulated information for the website and feedback was requested from all council members.

b) Climate Change and environmental issues

Councillor Burt advised that he had nothing to report.

c) Public Convenience Development Group

The Clerk handed the signed two-year lease for the servery to Councillor Taylor who would have it signed by the lease holder. It could then be scanned, and both parties hold a copy.

Further anti-social behaviour had taken place at the public conveniences and given the nature of such behaviour, the Parish Council RESOLVED to fit CCTV cameras to monitor the entrance to the public convenience and the servery.

A quotation of £450.00 had been obtained and given the cost was under £500, the Parish Council RESOLVED to accept this quotation so that the work could be carried out immediately.

The Clerk advised that a CCTV policy would need to be approved and signage put up that CCTV cameras were in use.

Action: Clerk to circulate a CCTV policy to be adopted at the September meeting

The Parish Council would also look to put in place opening and closing times. Notices to this effect would be posted both at the premises and on social media.

Councillor Cottrell noted that other Parish Councils were experiencing such behaviour and were reported episodes online as well as calling for residents to report incidences online.

[Report antisocial behaviour | Police.uk](#)

It was important to advise the Clerk so a log could be built up and handed to the police.

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. The Clerk had completed the Road Warden survey and requested pothole training and the need for equipment.

- Flood Warden scheme

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

- Joint Traffic Meeting

Nothing to report

- 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.

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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.

Councillor Burt had attended the latest 20s Plenty meeting and provided information to the Clerk.
An expression of interest would be sent to Devon County Council.

- 'no waiting at any time' Tiverton Parkway junction
The Parish Council awaited the result of the consultation.

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 Vew
The results of the meeting were awaited.
- 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 other than the new defibrillator case, there was nothing to report.

The Globe had requested that their defibrillator be added to The Circuit. This was welcomed by councillors.

2026/27/044/13 - Brief reports from Parish Council representatives on any recent activities

a) Village Hall and Recreation Ground Charity Committee

Councillor Bartin asked that she be removed as a representative due to time constraints although she would attend meetings when possible.

Councillor Taylor felt a meeting between the Charity and the Parish Council would be beneficial and should also involve Devon Communities Together. The Clerk had written to Devon Communities Together and was awaiting a response.

b) Grand Western Canal Joint Advisory Committee

Councillor Taylor advised that he had been unable to attend the recent outing with other committee members.

Councillor Taylor advised that Mr R Radford had been put forward to receive the title of Alderman for his work as a Mid Devon District Council and Devon County Council councillor.

c) Sampford Peverell and District Twinning Association

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

2026/27/044/14 - Matters for the next meeting

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

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2026/27/044/15 – Next meetings of the Parish Council

The date for the next meetings was:

21 September 2026

A meeting would only be called in August if a major planning applications was received.

The Parish Council RESOLVED that responding to minor applications, if necessary, would be delegated to Councillor Taylor and the Clerk.

Then:	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: _____

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SAMPFORD PEVERELL PARISH COUNCIL

5	Planning matters	9 - 10
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a) Consultation requests received:

26/01032/MARM

Proposal: Variation of Condition 1 and removal of Condition 9 of planning permission 22/00040/MARM (Reserved Matters for the erection of 60 dwellings and construction of new vehicular access onto highway to the west of the site (with the access having already been approved) following outline approval 17/01359/MOUT) to allow substitute plans relating to Plots 55-57 and remove the self-build requirement, enabling the plots to be delivered as open market dwellings

Location: Land and Buildings at NGR 302469 114078 Higher Town Sampford Peverell

Site Vicinity Grid Ref: 302469 / 114078

Parish: Sampford Peverell 42

Deadline for comments: 25 August 2026 – extension requested to 4 September 2026

26/00472/TDC

Proposal: Consent for the erection of 1 self-build dwelling and detached garage

Location: Land at NGR 303141 114141 The Merriemeade 1 Lower Town Sampford Peverell

Grid Ref: 303141 : 114141

Parish: Peverell Sampford Peverell 42

Deadline for comments: 28 August 2026 – extension requested to 4 September 2026

Determination date: 9 September 2026

26/00502/FULL

Dear Sir/Madam

Proposal: Change of use of part of paddock to tennis court

Location: Land and Buildings at NGR 304064 114510 Ayshmeade Sampford Peverell Devon

Grid Ref: Parish: 304073 : 114487

Sampford Peverell 42

Revised drawings: 11 September 2026

b) decisions notified by MDDC

26/00678/HOUSE – APPROVED – 14 July 2026

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

Location: Autumn House Westleigh Tiverton Devon

26/00733/HOUSE – APPROVED – 17 JULY 2026

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 Tiverton

26/00400/PIP – APPROVED – 31 JULY 2026

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

c) enforcement matters

No update received.

d) any other planning matters and planning correspondence

Planters and picket fencing.

SAMPFORD PEVERELL PARISH COUNCIL

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

Reserve Account (Unity)			
Balance on 30 June 2026		£51405.99	
Receipts			
Payments			
Transfer		£ 2500.00	
Balance on 31 July 2026		£48905.99	
Current Account (Unity)			
Balance on 30 June 2026		£ 1956.70	
Receipts			
06-Jul-26	Transfer from 20504366	2500.00	
08-Jul-26	The Little Park Pantry Lease	150.00	2650.00
Payments			
07-Jul-26	B/P to: SP Village Hall INV 672	-15.00	
07-Jul-26	B/P to: HMRC 120PF026836642412	-119.82	
07-Jul-26	B/P to: Susan McGeever WAGES - MONTH 3	-416.93	
17-Jul-26	S W HYGIENE LTD 444844C	-42.63	
23-Jul-26	B/P to: Susan McGeever EXPENSES JUN 26	-26.00	
23-Jul-26	B/P to: SP Village Hall INV 685	-15.00	
23-Jul-26	B/P to: Parish Online SAMPFORD PEVERELL	-497.28	
31-Jul-26	Service Charge	-7.00	-1139.66
Balance on 31 July 2026		£ 3467.04	

Payments made in August:

14-Aug-26	B/P to: HMRC 120PF026836642412	-119.82	
14-Aug-26	B/P to: Susan McGeever WAGES - MONTH 4	-416.93	
17-Aug-26	S W HYGIENE LTD 444844C	-42.63	-579.38

Receipts received in August

03-Aug-26	HMRC VTR XWV126000103303	678.86	
05-Aug-26	The Little Park Pantry August -Pantry	150.00	828.86

The final financial information and balances for the period ending 31 August 2026 will be presented at the meeting.

Authority to pay accounts rendered:

S McGeever (expenses x 2 July/August)	£ 52.00
S McGeever (Aug wages)	TBA
HMRC (PAYE)	TBA
Maynards CCTV (Public conveniences)	£450.00
SW Hygiene Ltd (public convenience)	£ 42.63 (DD)

The cumulative bank reconciliations for July and August will be circulated to Parish Councillors prior to the meeting for review and will be signed by the Chair at the meeting.

The reserve statement has been circulated to Parish Councillors prior to the meeting.

The budget monitoring report for months 4 and 5 will be circulated to Parish Councillors prior to the meeting for review and approval at the meeting.

b) VAT

The VAT reclaim for 2026/27 has been received.

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 has been submitted to the bank and the changes authorised,

f) Taking over responsibility for the planters

The planters have been added to the asset register.

g) Asset register

The inclusive swing has been removed from the asset register, and the CCTV has been added.

APPROVAL OF THE CCTV POLICY

h) 2026-27 National Salary Award

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026-27 to be implemented from 1 April 2026.

Employers are encouraged to implement this pay award as swiftly as possible. Backpay for employees who have left employment since 1 April 2026.

If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2026 to the employee's last day of employment.

Current scale 21 – hourly rate was £17.18 and is now £17.75.