3 September 2026 – Draft
Summonses to the Meeting of Sampford Peverell Parish Council held at the Memorial Hall, Lower Town on 3 September 2026, starting at 7.00 pm, were distributed with the agenda and posted on the website, 27 August 2026.

Minutes of the Meeting of Sampford Peverell Parish Council held on 3 September 2026 at the Memorial Hall

Present:
Councillors T Burt (Chair), D Bartin, J Harris, A MacKenzie, S Taylor and A Williams together with Councillor Lock (MDDC Ward Councillor) and S McGeever (Clerk).

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

2026/27/045/1 - Open Forum
A member of the public spoke on Planning Application 26/00472/TDC**:**
Since submitting the application for a dormer bungalow, the applicant had worked continuously with MDDC Planning and Conservation Officers to make changes that would address the concerns on the effect the new building would have on the Grade II Merriemeade building.
The proposed home was for use by the applicant who wished to move back to the village and was some 3m lower that the Merriemeade, some 50m away and fully screened by mature trees. It would, therefore, not compete with or overlook the Merriemeade.
The applicant had agreed that there would be no garage on site despite the fact that the description on the planning application provided for a detached garage.
No further development was proposed on the site.

Another member of the public spoke on the need for a pump track in the village and the unsuitability of the Play Park as a site which would be totally unsuitable given the ages of the children using the Play Park and those who would use the pump track.

It was intended to identify the size of pump track needed for a village of Sampford Peverell's size, look for potential sites and start fundraising.

The Parish Council noted that the pump track could not be placed on land owned by the Grand Western Canal.

2026/27/045/2 - Apologies and Vacancies
Apologies had been received from Councillors C Cottrell and A Fasey together with Councillor Westcott (MDDC) and Councillor Clist (DCC).

The Parish Council still had one vacancy.

2026/27/045/3 - Declarations of Interest
There were no declarations of interest.

2026/27/045/4 - Approval of the Minutes of the meeting of the Parish Council held on 21 July 2026
Councillor Lock asked that the minutes be amended to show that she had been in attendance.

It was RESOLVED with this amendment 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.

2026/27/045/5 - Planning
a) Consultation requests received since the last full Parish Council meeting:

The Parish Council considered the following applications:

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

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

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

Members of the Parish Council had carried out a site visit and noted the comments in the public forum.

Given that the house was for the personal use of the applicant, the Parish Council RESOLVED that it had no objections to the application.

The Parish Council would raise the matter of the description of the planning application and the fact that it had been agreed by the applicant and officers that no garage would be situated on site given the contradiction.

The Parish Council noted that the site would be kept as a single dwelling.

26/00502/FULL
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

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

b) decisions notified by MDDC
The following decision notices was noted:

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 on enforcement matters had been received.

The Parish Council did question if the lodge at Ayshmeade now had residential status.
Action: Clerk

d) any other planning matters and planning correspondence
There were no other planning matters.

2026/27/045/6 - 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 June 2026			£51405.99	
Receipts				
Payments				
Transfer			£ 2500.00	
Balance on 31 July 2026			**£48905.99**	
Balance on 31 July 2026			£48905.99	
Receipts				
Payments				
Balance on 31 August 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**	

Current Account (Unity)

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
31-Aug-26	Bank charges		-7.00	-586.38
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
Balance on 31 August 2026			**£3709.52**	

Authority to pay accounts rendered:

S McGeever (expenses x 2 July/August)	£ 52.00
S McGeever (Aug wages)	£416.93
HMRC (PAYE)	£119.82
Maynards CCTV (Public conveniences)	£450.00
SW Hygiene Ltd (public convenience)	£ 42.63 (DD)

The Parish Council RESOLVED to make the payments listed above.

The cumulative bank reconciliations for July and August had been circulated to Parish Councillors prior to the meeting for review and were duly 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 had been circulated to Parish Councillors prior to the meeting for review and were approved at the meeting.

b) VAT
The VAT reclaim for 2026/27 has been received.

c) Annual Clerk Review
Councillors Burt/Taylor advised that this item was outstanding. To be arranged after Cllr Tayor returns from his vacation on 1 October.

d) Unity Trust Bank
The new debit card application had been completed.

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 Clerk advised that the planters had been added to the asset register.

g) Asset register
The Clerk advised that the inclusive swing had been removed from the asset register, and the CCTV has been added.

The Clerk had circulated a CCTV Policy for review. Councillor Taylor advised that he had contacted the contractor to ensure that the policy reflected the equipment that had been installed.

The policy would, if required, be amended and brought to the meeting on 21 September 2026 for approval.

h) 2026-27 National Salary Award
The Parish Council noted that the National Joint Council for Local Government Services (NJC) had agreed the new pay scales for 2026-27 to be implemented from 1 April 2026.

The Parish Council RESOLVED to accept the recommendation of the NJC to implement the rise from 1 April 2026. The Clerk's hourly rate would, therefore, move from £17.18 and to £17.75.
Action: Clerk to make the necessary adjustments in the September wage payment

2026/27/045/7 - Matters for the next meeting
Councillor Taylor raised the lease for the servery and the electricity payments and would report back to the meeting on 21 September 2026. If required, a sum of £500 would be made available whilst the matter was sorted. Such sum to be repaid on conclusion of the matter.

Councillor Taylor advised that the Sampford Peverell Recreation Ground and Village Hall charity would be submitting a grant request for £500 as a contribution to the pollarding of four Willow trees near the Play Park. Any works undertaken would require a notification of intention be submitted given the works would be taking place with a conservation area.

Councillor MacKenzie raised the plot of land at Higher Town.

2026/27/045/8 – Next meetings of the Parish Council
The date for the next meetings was:

21 September 2026

Councillor Harris gave her apologies for the 21 September meeting.

Future meetings:

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 _____ Date: _____
Chair