

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 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.

Dated this 14 September 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 3 September 2026	2-6
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	7
7	Planning matters	8
8	Financial matters	9
9	Reports from Councillors not considered under Item 6	10
10	Reports from Parish Councillor representatives	11
11	Any business items for the next meeting	N/A
12	Date for Parish Council meeting for 2026/27 19 October 2026 (if required) 16 November 2026 (Budget discussions)	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 3 September 2026	2-6
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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 than 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.

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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 were 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

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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

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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.

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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 _____
Chair

Date: _____

6	Matters Arising from the minutes and actions not included elsewhere on the agenda and/or raised by the Clerk	7
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- a) Climate change statement
Councillor Burt
- b) Biodiversity and enhancing wildlife
Councillor McKenzie
- c) Emergency Plan
Councillor Martin
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 – update
- Trees at Brendon – MDDC have commissioned minor tree works – the trees are unadopted land

Clerk matters:

Action Plan

Parish Councillors to feed potential projects to the Clerk.

Allotment Survey

Awaiting information from the Allotment Society

MDDC Asset Transfer

Awaiting more information.

MDDC Mid Devon Local Plan Meeting

Scheduled for 29 September 2026 – agenda circulated.

SAMPFORD PEVERELL PARISH COUNCIL

7	Planning matters	8
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a) Consultation requests received:

26/01165/CAT

Proposal: Notification of intention to fell 1 Elm tree within the Conservation Area

Location: 44 Higher Town Sampford Peverell Tiverton

Site Vicinity Grid Ref: 302574 / 114193

Parish: Sampford Peverell 42

Deadline for comments: 22 September 2026

26/01188/CAT

Proposal: Notification of intention to pollard four Willow trees (T1-T4) within the Conservation Area

Location: Sampford Peverell Tennis Club Lower Town Sampford Peverell

INFORMATION ONLY

26/01141/HOUSE

Proposal: Installation of window to South elevation

Location: 8 Bardsey Orchard Sampford Peverell Tiverton

Site Vicinity Grid Ref: 302606 / 114082

Parish: Sampford Peverell 42

Deadline for comments 25 September 2026

26/01221/HOUSE

Proposal: Re-roofing of existing building and installation of photovoltaic panels

Location: West Pitt Farm Whitnage Tiverton

Site Vicinity Grid Ref: 303267 / 116015

Parish: Sampford Peverell 42

Deadline for comments: 5 October 2026

b) decisions notified by MDDC

No decision notices have been received.

c) enforcement matters

No update received.

d) any other planning matters and planning correspondence

Nothing to report.

SAMPFORD PEVERELL PARISH COUNCIL

8	Financial matters	9
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a) Financial figures for 2026/27

The financial figures for August 2026 are shown in the minutes of the meeting on 3 September 2026.

Statutory payments made in August:

South West Water	£510.68
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SWW are undertaking a review of the figures/costs listed in the invoice.

It has been confirmed there is no leak at the site.

Other payments:

Defibrillator batteries	£70.74
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Authority to pay accounts rendered:

Village Hall (August meeting)	£22.50
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b) Annual Clerk Review

Update from Councillor Burt/Taylor

c) External audit

The paperwork for the external audit was submitted by the due date and acknowledgement of receipt received. Final documents awaited at the time of publication of the agenda.

d) Grant requests:

Village Hall - contribution towards pollarding trees

£500 Grant application circulated

Village Hall - contribution towards roof survey

Grant application awaited

Twinning - contribution towards the 2027 reception for the Twinning exchange

SAMPFORD PEVERELL PARISH COUNCIL

9	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)
 - revised contract
 - discussion on electricity contract
 - review and approval of the revised CCTV policy

- 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 (15.9.26) 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
 - SP7 – signage
 - SP13 - the sign at the north end by the road is almost invisible, covered in vegetation.

- g) Defibrillator maintenance (Councillor Cottrell)

SAMPFORD PEVERELL PARISH COUNCIL

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

b) Grand Western Canal Joint Advisory Committee
Councillor Taylor

c) Sampford Peverell and District Twinning Association
Councillor Harris