21 September 2026 – Draft
Summonses to the Meeting of Sampford Peverell Parish Council held at the Memorial Hall, Lower Town on 21 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 21 September 2026 at the Memorial Hall

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

Councillor Burt opened the meeting at 7.00pm and welcomed all present including Lewis Dyson, Resilience Officer at Mid Devon District Council.

2026/27/046/1 - Open Forum

Twinning Association
A resident noted that the twinning agreement between Sampford Peverell and Notre Dame de Courson in Normandy had been signed by the Parish Council and its French equivalent some thirty-three years ago. The Twinning Committee had been set up to organise the events and visits and Councillor Harris was the new Parish Council's representative on that committee. Twenty-eight members of the association had visited Notre Dame de Courson in July 2026 and the visit to Sampford Peverell would take place in July 2027.
The group from France would be arriving on 22 July 2027 and it was hoped that the Parish Council would play a prominent role in organising and attending the welcoming event as well as funding the evening.

Emergency Community Hubs
Lewis Dyson provided information on Emergency Community Hubs as follows:

Community Hubs focussed on whole society resilience given the cuts emergency service and the view that everyone was responsible for their own resilience.

It was particularly relevant in rural communities when there could be long wait times. The Emergency Hub was a place where volunteers could congregate and assist others

The Community Emergency Plan was a larger task to undertake and took time to write and fill the volunteer roles. It could also become quickly outdated whereas the emergency hub was fluid on who turned up on the day and in most instances the first 48 hours of an emergency were crucial.

The concept came from New Zealand when the infrastructure failed following an earthquake and communities had to help themselves.

The concept relied first on households being prepared and thus able to check on their immediate neighbours and then their street – helping those most in need.

The Emergency Hub box contained everything that was needed and once the supervisor role had been taken there were A4 sheets detailing each persons' role.

The frequently asked questions that arose related to:
- Insurance – this was normally covered by the public liability of the building or the Parish Council
- Aim of preserving life – individuals were not open to being penalised in this had been their primary aim in the emergency

- Actions to be undertaken - no-one should ever undertake a task they were not qualified to do. Thus, if a volunteer was a tree surgeon they would be able to undertake tree work, but a layman should not.

Much of the focus was on well-being and sharing resources within the community to help everyone deal with the emergency – this could food, baby goods, pet food etc.

Lewis Dyson also provided a copy of the MDDC booklet that provided a 'Flood Guide for Individuals'.

Links to more information could be found at:
Community Emergency Hubs - Devon, Cornwall and the Isles of Scilly Local Resilience Forum

Devon Community Resilience Forum | Devon Communities Together

Prepare - Prepare

The Parish Council was working on an Emergency Plan and noted that schools, for safeguarding reasons, were not suitable venues.

The Parish Council had passed information on Community Emergency Hub boxes to the Village Hall committee.

Provision for Young People
A resident raised the provision of facilities for the 11-20 year group in the village. There were calls for a pump track and work was ongoing to find a suitable site. The Parish Council did not own any land and the play park (Village Hall) and the orchard by the canal (DCC) were not suitable venues.

There had been a youth club, but this had been discontinued due to lack of volunteers and young people.

It was believed that the Devon Community Foundation and possibly Vision Zero could have funds available.

2026/27/046/2 - Apologies and Vacancies
Apologies had been received from Councillors J Harris and S Taylor and Councillor Clist (DCC).

The Parish Council still had one vacancy and a resident expressed an interest in becoming a Parish Councillor.
Action: Clerk to send information

2026/27/046/3 - Declarations of Interest
There were no declarations of interest.

2026/27/046/4 - Approval of the Minutes of the meeting of the Parish Council held on 3 September 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.

2026/27/046/5 Discussions with the new DCC Council Member and with MDDC Ward Members, Councillors Lock and Westcott
Councillor Lock advised that all the District Councils had written to the Government requestions that monies spent on Local Government Reorganisation were reimbursed given the decision to pause the process. It was unclear whether the process would restart and to its format. It was understood that both Parish and District Council elections would take place in May 2027.

MDDC were still looking to go forward with Community Asset transfer and further information would be sent out shortly. It was noted that the car park was predominantly owned by DCC and leased to MDDC.

As part of the new Local Plan, a consultation would take place on Local Green Spaces.

MDDC had recently completed 18 social housing units in Bampton.

Grants would be coming available for EV charges in parish car parks.

Councillor Westcott advised that dissatisfaction had been expressed regarding The Orchard development and the provision of green place. In addition, the planning application relating to the change from self-build to market price homes would be called in as the two plots had not been properly advertised.

2026/27/046/6 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 he had nothing to report.

b) Biodiversity and enhancing wildlife
Councillor MacKenzie advised he had nothing to report.

c) Emergency Plan
Councillor Bartin advised that the leaflet was ready to be produced.
Action: Clerk to obtain quotes and investigate funding from Devon Communities Together.

Further work would take place on Community Emergency Hubs.

d) Neighbourhood Plan
The Housing Needs Survey report had been received, and the Parish Council had put a precis in the Parish Magazine as follows:

The recent Housing Needs Survey showed that 11 affordable housing units were required in Sampford Peverell:
Social/Affordable rent

1 bedroom 4	2 bedroom 0	3 bedroom 4	4+ bedroom 1

Total 9

Low-cost home ownership

1 bedroom 1	2 bedroom 1	3 bedroom 0	4+ bedroom 0

Total 2

More information is available on the Devon Community Housing Hub Devon Community Housing Hub – Everyone should have the opportunity to live in a good quality home (https://www.devonhousinghub.org.uk/).

The Neighbourhood Priority Statement was awaiting feedback from residents.

e) Update on programme of risk assessments and safety checks
Councillor Williams advised that the outstanding risk issue was the footpath at Blackdown View.
Action: Clerk to follow up

Matters brought forward:
- Beech hedge in Whitnage Road
DCC had indicated that this cutting of the hedge was a matter for the landowner and a letter would be sent by the Parish Council. National Grid would also be contacted as branches were through the electricity wires.
Action: Clerk

- Planting of Christmas trees
Councillor Bartin advised that two trees had been located and would be planted in the autumn. Councillor Bartin also asked about the cost of street lights and the possibility of using the lamppost electricity to run lights as in Uffculme.
It was noted that both Hemyock and Uffculme had separate organisations that arranged the Christmas lights, raised funds and installed them. Parish Council's could fund Christmas lights.
Action: Clerk

- Fly tipping
It had been resolved that the land was private land and, therefore, outside the jurisdiction of MDDC and DCC.

- Trees at Brendon
The Clerk reported that MDDC had commissioned minor tree works. The trees were on unadopted land and, therefore, not under the Parish Council.

It was possible that the Tree Wardens had planted the trees and the Clerk would investigate this.
Action: Clerk

Clerk matters:
Action Plan
Parish Councillors feeding potential projects to the Clerk was ongoing.

Allotment Survey
The Clerk was still awaiting information from the Allotment Society.

MDDC Asset Transfer
See report from Councillor Lock above.

MDDC Mid Devon Local Plan Meeting
Councillor Burt and the Clerk would be attending the meeting scheduled for 29 September 2026 and would report back.

2026/27/046/7 - Planning
a) Consultation requests received since the last full Parish Council meeting:

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

The Parish Council RESOLVED to allow the Tree Officer to comment on this application.

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

The Parish Council noted that this application was for Information Only and would be decided by the Planning Officer.

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

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

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

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

b) decisions notified by MDDC

No decision notices had been received.

c) enforcement matters
No update had been received on Enforcement Mattters.

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

2026/27/046/8 - Finance
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

SWW are undertaking a review of the figures/costs listed in the invoice and will be making a site visit. Councillors Taylor and Williams had carried out the leak test and there was no leak at the site.

Other payments:

Defibrillator batteries	£70.74

The batteries were required to keep the defibrillator at the Recreation Ground in action.

Authority to pay accounts rendered:

Village Hall (3 September meeting)	£22.50
Village Hall (21 September meeting)	£15.00

The Clerk advised that there appeared to be a discrepancy in the invoices received and this was being investigated.
The Parish Council RESOLVED to make the payments upon clarification of the amount due.

b) Annual Clerk Review
Councillor Burt advised this would be undertaken prior to the November meeting.

c) External audit
The External Auditors report had been received and circulated to the Parish Council and published on the website. No queries had been raised.

d) Grant requests:
Village Hall - contribution towards pollarding trees
The Clerk had circulated the grant application for £500.

The Parish Council RESOLVED to award the sum of £500 towards the pollarding of the trees.

Village Hall - contribution towards roof survey
The Clerk advised that the Village Hall no longer required a contribution towards a roof survey.

Twinning Association
The Parish Council noted its responsibility towards hosting the welcome event in July 2027.
Further discussions would take place when Councillor Harris was present.

2026/27/046/9 Reports from Councillors not considered under Item 6

a) Communications & Engagement (publicity) (Councillors Cottrell/Bartin)
Councillor Cottrell advised that she had been updating the website and requested feedback from Parish Councillors.

It was also noted that the village website still had out of date Parish Council information published, it had been agreed that the website would have a link to the new Parish Council site.
Action: Clerk

Work would continue to make sure the website was up-to-date and it was suggested that all assets were shown.

b) Climate Change and environmental issues including biodiversity net gain
Councillor Burt advised that there was nothing to report.

c) Public Convenience Development Group
Councillors Williams advised that the revised contract had been signed and this would allow the electricity contract to come back under Parish Council control.

In the absence of Councillor Taylor, the Clerk advised that the CCTV policy had been revised to reflect the equipment installed and circulated to Parish Councillors.

The Parish Council RESOLVED to approve the revised CCTV policy with a date of 21 September 2026.

d) Affordable Housing – Community Lands Trust
This item would come off the agenda.

e) Highways
Snow Warden
Councillor Fasey advised that the handover with Councillor Taylor was complete and she had checked the three Parish Council salt bins and one needed refilling. The salt bins owned by Devon District Council were kept filled by DCC.

Road Warden scheme
Councillor Williams advised that she had nothing to report.

Flood Warden scheme
Councillor Burt advised that he had nothing to report.

Joint Traffic Meeting
Councillors Burt and Taylor had attended the meeting on 15 September 2026. The Parish Council had been asked to approve wording for a petition to reduce the speed limit on the Uffculme Straight and the wording was duly approved.

Councillor Burt noted that the parking situation at Tiverton Parkway had also been discussed and would be a major consideration brought forward at the meeting with Mid Devon District Council as additional housing in the area would only increase the problem.

The proposed 'no waiting at any time' was only on the junction and would push traffic further towards the village.

Roads, Pavements & Footpaths/Road Safety
Councillors Burt advised that there was nothing to report on this item other than information on Parish Council led 20mph limits was still awaited.

f) Footpaths
Councillor Burt advised that the following items had been reported to DCC:

SP7 – signage unclear
SP13 – the sign at the north end by the road was almost invisible and covered in vegetation.

As reported earlier, the Clerk would contact DCC regarding the Blackdown View footpath.

g) Defibrillator maintenance
Councillor Cottrell advised that all defibrillators were operation and that there was also a defibrillator at The Globe bringing the total in the village to six.

2026/27/046/10 Reports from Parish Councillor representatives

16) Village Hall and Recreation Ground Charity Committee

In the absence of Councillor Taylor, no report was given. Councillor Bartin would no longer attend these meetings.

b) Grand Western Canal Joint Advisory Committee
In the absence of Councillor Taylor, no report was given.

c) Sampford Peverell and District Twinning Association
In the absence of Councillor Harris, no report was given.

2026/27/046/11- Any business items for the next meeting
No business items were raised.

2026/27/046/8 – Next meetings of the Parish Council
The date for the next meeting is:

16 November 2026

If required, a meeting would take place on 19 October 2026.

Future meetings:

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 8.45pm

Signed _____ Date: _____
Chair