

Lapford Parish Council

Lapford Parish Council Meeting 12th November 2024

Email: clerk@lapfordparishcouncil.org.uk Phone: 07768 829511 Website: www.lapfordparishcouncil.org.uk

There was a meeting of Lapford Parish Council on Tuesday 12th November 2024 at 7.30pm held in the Orchard Centre, Lapford

Members Present: Cllrs Julie Down; Sue Briant-Evans; Bill Graham; Peter Heal (from 8.00pm); Ian Wilkie; Roy Andrews.

Also Present: County Cllr. Margaret Squires; District Cllr. Steve Keable (8.30pm)

In attendance: Rob Martin (Clerk)

Others: Five members of the public.

MINUTES

A minute's silence was observed in order to commemorate the recent death of Derek Pease a much-loved resident in the village who undertook many jobs on behalf of the community.

2425-168 APOLOGIES

Apologies had been received from Cllrs. Fletcher (family bereavement) & Shapland (work). These apologies were accepted by the council.

2425-169 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

No declarations of Interest were declared.

The Chairman adjourned the meeting to allow public participation

2425-170 PUBLIC PARTICIPATION SESSION & UPDATES FROM LOCAL ORGANISATIONS

The cleaner remarked that there was still toilet paper being thrown around the public toilet. The conclusion was that the extent of the problem was not bad enough to need addressing at this time.

The Punchbowl Recycling Centre at Yeoford had been issuing leaflets saying that it was no longer going to accept upholstered furniture which should instead be taken to one of the named sites instead. This had been advertised on the Lapford Facebook page.

The subject of trees behind a resident's property which needed to be trimmed was raised leading to a discussion on where the responsibility for their care lay. As the trees were on private land the advice given was to employ a legal adviser to guide them. Cllr. Wilkie would ask MDDC whether there was anything it could do to remedy this in the meantime.

2425-171 COUNTY AND DISTRICT COUNCILLORS' REPORTS

To receive a verbal report for information.

a) Devon County Council

Lapford Parish Council Meeting 12th November 2024

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Cllr. Squires reported that Children's Services had about 850 children in care, of which 200 were in Foster Care.

They had a presentation on Landscape Protection Areas.

She had visited the Highways Materials Laboratory where she learnt that a product called Elasto-Max was being trialled as an alternative for fixing potholes. This contained recycled tyres.

b) Mid Devon District Council

Cllr. Keable had circulated a report, as follows, which he ran through with more explanation:

1. Devon County consultation closes on 30th November for the **Devon & Torbay Local Plan. (4) 2025 – 2040**. A Council response is important if Lapford is to lobby for improved transport links and for the future Lapford Neighbourhood Plan.
<https://www.devon.gov.uk/haveyoursay/consultations/devon-and-torbay-local-transport-plan-4/>
Request 1: As the Consultation document had not been discussed as an agenda item the parish council may wish to make observations through Steve Munday, who has been leading for the Council on rail matters, volunteer Councillors, nominated (12/11/2024) and myself - this way there is time.
2. "Carbon Net Zero Initiative of the Year" at the 2024 British Construction Industry Awards (BCIA) – the Oscars of the industry, goes to Mid Devon's St Andrews House, with environmental & social values at its core, building on a brownfield site to the highest of building standards. Of these 6 at Cullompton, 8 in Tiverton and 5 at Sandford.
Request 2: This Council may wish to consider this **concept of social housing** and local propose sites that are in the ownership of Mid Devon.
3. **Mid Devon waste management is in the top 10%** of England's highest performing local authorities for recycling.
4. Mid Devon has been given funding from HM Government to help those who are **struggling to afford food and energy bills** for heating, lighting, cooking & rent in the months ahead, through vouchers. Letters have gone to 335 pensioner households & care leavers.
5. Helping the **transition to cleaner travel**, Mid Devon makes rapid EV charges available in Tiverton with Crediton & Cullompton to follow very soon.
6. Cost of living challenges were helped this summer with 6-week **family access to leisure services for £50** – with 145 families taking advantage of the offer.
7. **Ringo Parking App** bumps up District Council revenue by £98k for car parking in just the same 3-months for 2024.
8. Diggers start Culm Garden Village with county class sport facilities with a cricket pitch as **Mid Devon secure £34.4m for Cullompton Relief Road**.
9. Hope is high as the Department of Transport actively considers an all **new M5 J28**.
10. The new **Cullompton Relief Road and new M5 J28** south will unlock much needed housing & will enable developer housing to be controlled across all Mid Devon.
11. Proposed improvement of **car parking at Eggesford Station** through Winkleigh parish council and where DCC have produced a report that considers options. The Clerk will have received communications through Winkleigh, with whom I am

Lapford Parish Council Meeting 12th November 2024

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working, together with other parish council. It is important that if Lapford is not to lose out, for this Council to be involved, as this will include campaigning for the doubling of train on the Tarka Line, as a 30-minute service.

Request 3: *to be an agenda item for 14th January 2025 Council meeting.*

It was **Agreed** that parish council representation for the Railway group would be Cllrs. Graham and Briant-Evans, alongside District Councillor Keable.

12. **Aggressive Dogs & Owners** using the woodland walks at Eggesford Forest was raised at the September Council meeting with a request as a future agenda item. This request followed a public meeting at Winkleigh Village Hall with the Police, Forestry England, and me as District Councillor. I can report the installation of notices at the three main forestry car parks. There is to be a further meeting in January to review and consider what other action could be taken.

Request 4: *to be an agenda item for 14th January 2025 Council meeting where I can provide a detailed report to be circulated with the Council agenda.*

The chairman reconvened the meeting

2425-172 MINUTES

On a proposal by Cllr. Briant-Evans, seconded by Cllr. Graham, it was **resolved** to receive and adopt the minutes of the last Parish Council meeting held on 8th October 2024.

2425-173 ACTION LIST, CLERK'S REPORT & CORRESPONDENCE

The clerk ran through his report, as follows:

1. Lapford.gov.uk Website & Emails

Leaflet from HugoFox offering to set up website and emails with this – PCs are being encouraged to do this, but I suspect they don't have individual email addresses like Lapford does.

2. Action List

I have updated the Action List to present the current position as I know it. These include:

- **Neighbourhood Plan** - The volunteers have all been sent a letter of welcome but 4 of the email addresses did not work so these need to be checked and the letter resent.

Peter Totterdill has indicated that he would enthusiastically want to be part of the team.

Are any of Lapford's councillors not wanting to take an active part in the NP process.

- **Lapford Play Facilities** – The offer of free equipment has been withdrawn by MDDC - on the agenda with the two areas separated
- **Road Warden Equipment** – The equipment quotation has been received in sum of £497.50 excl VAT and a grant claim has been submitted to DCC in this sum.

Lapford Parish Council Meeting 12th November 2024

Email: clerk@lapfordparishcouncil.org.uk Phone: 07768 829511 Website: www.lapfordparishcouncil.org.uk

- **Gift Aid for Church Green** – now set up system for this, just needs to be followed through.
- **Footpaths** – the driveway will be done in the next couple of weeks or so. The order has been sent.
- **Select List of Contractors** – not attempted yet, but will be put together for the December meeting
- **Bank Account Signatories** – This alongside having two online verifiers will be in place shortly – some paperwork to be circulated and signed.

Councillors will be able update council on matters they have volunteered to work on. These include:

- Clerk's hours – with the chairman
- Historic records – with the chairman and vice chairman
- The telephone box – Cllr. Andrews would contact the others involved to get this underway.
- Orchard Centre work – Cllr. Heal said the external toilet door had been fitted and needed to be painted.

3. Devon Communities Together

I have received an Agreement Document from DCT for signature. Is it Ok for me, the Chairman and Vice-Chairman to sign this off? – the chairman would sign this.

2425-174 FEEDBACK FROM REPRESENTATIVES

Cllrs. Briant-Evans & Graham reported that the HOLD AGM had taken place and was over in about five minutes. Once the new charity was in place, the Lower Town Place land would be transferred to it alongside the Victory Hall.

2425-175 COMMITTEE REPORTS

a) Celebrations Committee

The next meeting would be on 26th November 2024.

b) Lapford Emergency Action Plan (LEAP) Committee.

Cllr. Briant-Evans had sent the minutes around to councillors with one or two things to pick out, such as:

- The letter to Steve Tucker chasing previous request.
- Community Speed Watch – it was not worth going ahead with that.
- Grit supplies were all in place, Cllr. Andrews would order some more in bags for the centre of the village.
- In the Spring there would be a resilience training session for what has to happen in an emergency in the village.

2425-176 CHURCH GREEN TRUST FEEDBACK

The Trust AGM was scheduled for Tuesday 19th November 2024 following which there would be something to say.

Cllr. Graham reported that he was due to see the tree warden the following day to make arrangements for the felled wood to be transported to the school for their natural wildlife

Lapford Parish Council Meeting 12th November 2024

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garden project.

2425-177 PROJECTOR EQUIPMENT FOR THE VILLAGE HALL

The Community Church was trying to arrange to upgrade the projection equipment in the Village Hall to be able to run film shows. Cllr. Highlighted that some of the Calor Gas grant still held in reserve could possibly be used to support this as it would be used by the whole community. Advice was being taken on what sort of equipment was best for this sort of use and when more detail was available on what equipment was being proposed the parish council would take a decision on its level of support.

County Cllr. Squires indicated that a Community Grant could be made available for this project.

2425-178 ROAD WARDEN

The clerk had received from South West Fixings a priced list for the Road Warden equipment suggested by Highways. The overall price for this was £497.50 ex VAT and the clerk had already submitted an application for grant of this amount from the Community Highway Fund.

On a proposal by Cllr. Heal, seconded by Cllr. Andrews, it was **resolved** to purchase all of the equipment on the list and get it delivered. The storage of the equipment would be arranged before the equipment delivery.

2425-179 DEFIBRILLATOR USE

It was **agreed** that there was still enough pads and batteries for the two defibrillators and no replacements would be needed for the time being.

2425-180 APRIL 2024 CLERK'S PAY AWARD

The pay award for parish clerks and staff has been announced which has added a straight £1,290 to each full-time spinal column point. This will affect the salaries of both the Orchard Centre Cleaner (5.3%) and the Parish Clerk (3.2%). There will be some back-pay for both employees in their November 2024 payments. This was **noted**.

2425-181 2025/2026 BUDGET & PRECEPT

As a start to the consideration of the precept to be levied for 2025/2026, a draft budget analysis which took into account the expected outturn position for the current financial year had been circulated by the clerk.

This was a first attempt to look at the likely outturn for the current year (2024/25) and see what effect that has on the predicted reserves, particularly the General Reserve. Once that position was determined, looking forward to 2025/26 and the budgeted end of year balances, after building in revised numbers to cover inflation the parish council would be able to see what level of precept would be needed to give an acceptable budgetary position.

The clerk would have more complete current year numbers available by the time of the next

Lapford Parish Council Meeting 12th November 2024

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meeting and would report again at that point in order for the parish council to make an informed position on the precept level for the next year.

2425-182 LAPFORD PLAYING FIELD & EQUIPMENT

It was necessary to consider the next steps for the Toddler and Youth equipment projects following the latest response from Steve Densham regarding the withdrawal of the offer of free equipment from Wembworthy.

Two reports were circulated comparing the quotations received from three contractors for each of the schemes.

- a) Toddler Equipment
- b) Youth Equipment

These reports broke the detail down from the very complicated quotation documents received so that the prices and suggested equipment from each supplier were on a comparable basis.

The subsequent debate revolved around the provision of the Toddler Equipment and the quotations that had been received by Grace Hill and analysed by the parish clerk, in accordance with minute 2425-157. The basis of the quotations had been to ask each company what they would advise as being appropriate for a toddler play area in that location. The quotations submitted were:

Contractor	Toddler £
Wicksteed	30,468.70
Kompan Separate	26,445.72
Sovereign	42,172.77

The recommendation from the clerk was that of the three quotations, Kompan appeared to offer the most appropriate equipment at the best price and that of the three, this would be his preference.

Councillors believed that the report did not include enough information to be able to decide between what was being offered. Mention was made of the previous setting up of a Working Group to discuss and advise the council with membership believed to be Cllrs. Wilkie and Lumsdon.

The chairman volunteered to lead on further group meetings to get things moving with Cllrs. Andrews, Wilkie and Graham being the other members.

It was clear that, whilst no decision was being made on this matter, the children had no play area available, and it was 10 months since the old equipment had been removed.

On a suggestion by District Cllr. Keable the clerk was advised to make a claim for the Section 106 finance using the Kompan project as the preferred one. On a proposal by Cllr. Briant-

Lapford Parish Council Meeting 12th November 2024

Email: clerk@lapfordparishcouncil.org.uk Phone: 07768 829511 Website: www.lapfordparishcouncil.org.uk

Evans, seconded by Cllr. Wilkie, it was **Resolved** that the clerk make the section 106 claim on this basis.

Cllr. Heal was concerned that the parish council should not spend money on new equipment until the lease for the land was in place. It was pointed out that a licence/agreement would be put in place, pending the conclusion of the lease being agreed.

2425-183 LAPFORD NEIGHBOURHOOD PLAN

On a proposal by the chairman it was **agreed** that this would be undertaken under a separate meeting, which would be on Wednesday 20th November 2024.

2425-184 CHRISTMAS TREE

Derek Pleace had in recent years organised the village Christmas Tree. Cllr. Wilkie had taken on the task of arranging something and had contacted Ben Tucker and he had got a price for a 12-foot Norway Spruce from Chulmleigh House Christmas Tree Farm, which would be £57, plus a small charge for the collection and erection of the tree.

On a proposal by Cllr. Heal, seconded by Cllr. Wilkie. It was **Resolved** to go with this arrangement.

2425-185 PLANNING MATTERS

a) APPLICATIONS NOTIFIED

To consider the following Planning Applications and to agree comments:

Reference	Location	Proposal
None		

b) APPLICATIONS AFTER THE AGENDA WAS ISSUED

To consider responses to applications notified after the agenda had been set.

c) MDDC DECISIONS

Reference	Location	Proposal	MDDC Decision
24/01050/PNAG	Land at NGR 273030 106431 (Kelland Barton) Lapford	Prior Notification for the erection of an agricultural building for winter shelter and feed for livestock	No Objection – Prior Approval not required
24/01253/FULL	Land and Buildings at NGR 272524 107844 Lower Nymet Farm Lapford Devon	Erection of roof to provide covered yard	Full Permission Approved
24/01173/FULL	Land and Buildings at NGR 275805 111228	Creation of replacement silage pit to include roof covering	Full Permission Approved

Lapford Parish Council Meeting 12th November 2024

Email: clerk@lapfordparishcouncil.org.uk Phone: 07768 829511 Website: www.lapfordparishcouncil.org.uk

	(Wheathaven) Lapford Devon		
24/01085/HOUSE	West Great Hole Lapford Crediton Devon	Alterations and replacement of roof; installation of 3 rooflights; erection of balcony to South elevation; replacement of window with door at first floor level and replacement of window and door on South elevation	Full Permission Approved

2425-186 BANK RECONCILIATION & BUDGET MONITOR STATEMENT

The Bank Reconciliation and Receipts and Payments statement, as at 31st October 2024 were **noted**.

2425-187 RECEIPTS & PAYMENTS SCHEDULE

On a proposal by Cllr. Briant-Evans, seconded by Cllr. Wilkie, it was **Resolved** to approve the payment of the invoices on the schedule below for the period since the last meeting:

PAYMENTS

Payment to	Services	Month/Ref	Amount £	Payment No.
2024/2025				
S Hemsworth	Salary	Nov 2024	90.53	2425-21
RJ Martin	Salary	Nov 2024	669.09	2425-21
HMRC	Tax Deductions	Nov 2024	189.80	2425-21
Everflow	Orchard Centre Sewage & Water	Oct 2024	62.43	DD
BT Group Ltd	Orchard Centre Broadband	Nov 2024	55.70	DD
IONOS	Village Website Hosting	Nov 2024	21.88	DD
Bill Graham	Orchard Centre Toilet Signs		12.66	2425-22
RJ Martin	Travel – Aug 23 to Nov 24	Aug 23 – Nov 24	188.78	2425-22
Victory Hall	NP Consultation	641	47.60	2425-23
Peter Heal	Door & locks	Orchard Centre	77.17	2425-23

RECEIPTS

Receipt from	Services	Amount	Method
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Lapford Parish Council Meeting 12th November 2024

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		£	
2024/2025			
Mid Devon District Council	Precept	13,000.00	BGC
HMRC	VAT refund	709.62	BGC

2425-188 MATTERS RAISED BY THE CHAIR

The chairman would undertake to do the Lapford Lookout summary of this meeting.

2425-189 COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS (FOR INFORMATION ONLY)

Cllr. Andrews informed the council about work he had done to enable a plaque to be sited at the Congregational Chapel to commemorate the first world war dead buried in thee graveyard there, This had been arranged by through the War Graves Commission which would come and place the plaque once information of the families involved had been sent to them.

Cllr. Briant-Evans noted that there had been a grant request from Mid Devon Community Transport in the last couple of days, which would have to be considered at a future meeting.

2425-190 DATE OF NEXT MEETING

To note the date of the next Parish Council meeting is scheduled for Tuesday 10th December 2024 at 7.30pm in the Orchard Centre.

2425-191 CLOSE OF MEETING

The meeting closed at 9.50pm

Down
J Down
CHAIR.

LAPFORD PARISH COUNCIL

Action List 12th November 2024 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
2324 235	Ownership of the adjacent land to be determined.	Clerk	LEASE TO BE DRAWN UP
2324 069	Ash Dieback. Ownership of affected trees to be researched and addresses passed to the Clerk.		ON LIST FOR MS/ST
2324 235 2425 043	Cleaning of signs to be arranged.	Cllrs Heal & Down	Deferred until Spring
2324 242	Neighbourhood Plan.	Parish Council	Meeting of councillors 20 Nov 24
2324 235 6 2425 046	Telephone Box – Make safe for use as book swap area.	Cllrs. Wilkie, Heal	PROGRESS NOT KNOWN
2324 117	Community Broadband	Clerk	PENDING
2324 137 3	Clerk's Hours Worked – to solve the disparity between the hours paid for, 35 hours per month, and the hours worked.	Clerk	With the chairman.
2324 216 2425 048	Defibrillator Additional Defibrillator to be placed on Spar wall	Clerk	Completed
2324 231 2425 047	Openreach Fibre Connection	Clerk	With Openreach
2324 235 3	PC Historic Records	Clerk Cllrs Briant-Evans and Down	For Chair and Vice Chair to action.
2425 005	Co-option of new councillors	Council	Cllrs. Down and Briant-Evans to work up advertisement
2324 246 312 2425 052	Bus Shelter Provision	Clerk	Installation to be 25 Nov 24

Action List

254 | Page

LAPFORD PARISH COUNCIL

Action List 12th November 2024 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
	Repainting of interior and fitting of new notice boards The interior walls need a clean up due to marks on the walls from chairs rubbing against them and the notice boards are not looking in good condition. Cllr Fletcher has notice boards that can be used to go over the existing boards and Cllr Heal will look into getting paint. Painting will be undertaken by volunteers from the parish council.		Pending <i>It is possible this is not to be done.</i>
2425	008 Bank Accounts • Transfer from Natwest to Lloyds – requires DD information to be changed first. • Lloyds Bank set-up	Clerk	Complete <i>Bill Graham to be signatory</i>
2425	037 Highways – Road Wardens Chapter 8 Training to be set up Equipment to be Supplied Grant to be applied for	Clerk & Cllr. Heal	Training done. <i>Price list obtained from South West Fixings and grant claim made. Order to be placed when grant received.</i>
2425	038 Church Green Trust Gift Aid Claim Church Green Charity Records Update Church Green Bank Account HMRC Account Gift Aid Claim	Clerk	Gift aid claim to be actioned shortly
2425	039 Footpaths Driveway P3 Grant Claim 2024/25 Overgrown Footpaths	Chair & Clerk Cllr. Shapland	Grant received and driveway work ordered. <i>Cllr. Shapland to be liaised with</i>
2425	040 Highways Additional outstanding jobs requiring completion	DCC	

LAPFORD PARISH COUNCIL

Action List 12th November 2024 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
			<i>Additional list sent to Margaret Squires, awaiting response.</i>
2425	175 Select List of Contractors – to draw up a list of people that can be contacted first when work needs to be done.	Clerk	<i>List to be drawn up from the Lookout and other local sources with request for hourly rates being made.</i>
2425	177 Projector Equipment for Village Hall	Cllr. Graham	<i>Further information to be obtained about what equipment is to be obtained with a report back to council making request for contribution.</i>
2425	181 Budget & Precept 2025-2026	Clerk	<i>Further updates to information to be analysed and advice given assuming a number of outcomes.</i>
2425	184 Christmas Tree	Cllr. Wilkie	<i>Tree to be ordered, paid for and erected.</i>