

Lapford Parish Council

Lapford Parish Council Meeting 14th January 2025

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

There was a meeting of Lapford Parish Council on Tuesday 14th January 2025 at 7.30pm held in the Orchard Centre, Lapford

Members Present: Cllrs Julie Down; Sue Briant-Evans; Bill Graham; Steve Fletcher; Ian Wilkie; Roy Andrews; Peter Heal; Alex Shapland.

Also Present: District Cllr. Steve Keable

In attendance: Rob Martin (Clerk) was not able to be present and the meeting minutes were written based on the audio recording taken by the Chairman.

Others: One member of the public.

MINUTES

2425-215 APOLOGIES

No parish councillor apologies had been received.
Apologies for absence had been received from County Cllr. Squires.

2425-216 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

No declarations of interest in items on the agenda were made.

The Chairman adjourned the meeting to allow public participation

2425-217 PUBLIC PARTICIPATION SESSION & UPDATES FROM LOCAL ORGANISATIONS

The parish council was invited to a meeting at the school on Tuesday 28th January 2025 at 6pm, alongside representatives from the PCC to hear about possible developments regarding the school's future. The chairman and Cllr. Graham would attend on behalf of the parish council.

2425-218 COUNTY AND DISTRICT COUNCILLORS' REPORTS

No reports had been received from:

a) Devon County Council

Cllr Squires had submitted a written report, as follows:

'Local Government Reorganisation

The English Devolution White Paper was published on just before Christmas.
Extract from the ministers letter probably gives some explanation as to where we are heading as residents in a two tier area;

"Local government reorganisation My intention is to formally invite unitary proposals in January 2025 from all councils in two-tier areas, and small neighbouring unitary councils. In this invitation, I will set out further detail on the criteria I will consider when taking decisions on the proposals that are submitted to Government. I intend to ask for interim plans by March 2025. As set out in the White Paper, new unitary councils must be the right size to achieve efficiencies, improve capacity and withstand financial shocks.

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For most areas, this will mean creating councils with a population of 500,000 or more. However, there may be exceptions to ensure new structures make sense for an area, including on devolution. Final decisions will be made on a case-by-case basis. We will ask you to work with other councils in your area to develop unitary proposals that are in the best interests of the whole area, rather than developing competing proposals."

Following publication of the Governments Devolution White paper it is clear that considerable change is going to happen in Local Government in Devon.

We have two options;

1. Do nothing and the government will impose changes
2. Engage with government to get the best result for the residents of Devon.

I believe that engagement with the government is the best option.

While I may not agree with all the government's proposals, I need to do everything I can to ensure that the changes will make local government sustainable for the long term for Devon and the residents.

Changes for disposal of upholstered furniture-reminder

New environmental requirements will mean that from **Sunday December 1** we will only be able to dispose of their upholstered furniture at one of eight of our specially designated Household Waste Recycling Centres (HWRCs).

It follows the introduction of new requirements from the Environment Agency which require our recycling centres to have segregated facilities to handle Waste Upholstered Domestic Seating (WUDS). WUDS include sofas, sofa beds, armchairs, recliner chairs, upholstered kitchen and dining room chairs, upholstered garden furniture, stools and foot stools, office chairs, futons, bean bags, floor and sofa cushions.

The HWRCs that will be able to accept Waste Upholstered Domestic Seating from Sunday December 1 2024 are: –

East Devon; Knowle Hill in Exmouth
Exeter; Pinbrook Road, Exeter
Mid Devon; Ashley, Tiverton
North Devon, Seven Brethren, Barnstaple
Torridge; Bideford
South Hams; Ivybridge
West Devon: Okehampton
Teignbridge: Brunel Road, Newton Abbot

WUDS cannot be accepted at any other Devon HWRC after December 1 and residents will need to ensure that they take their WUDS to a site that can accept them or book a bulky collection with their district council who will charge for the service.'

b) Mid Devon District Council

District Cllr. Keable thanked the parish council for its response to the transport plan which had identified the need for more bus services in the Mid Devon area, particularly north of the Tarka line.

He went on to say that it was becoming clear that there would be more capital investment in the Tarka line services because it was currently operating at or above its capacity at times and that new proposed housing developments were proposed in

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villages and towns adjacent to the line. This investment would need to be across the board with stations, lines and signalling having to be upgraded to accommodate a potential doubling of the service frequency to two trains per hour.

As far as improving the service to Lapford is concerned, there was resistance to increasing the number of stopping trains because of poor access to the station. This is an important matter to be addressed in the Neighbourhood Plan which should include proposal for better access and press for all trains to stop because it was the biggest community adjacent to the Tarka line.

Mid Devon District Council were looking at moving decisions on Section 106 closer to the communities involved. A revised process would be introduced to allow this.

He commented on the Government's Devolution White Paper and highlighted that the proposed changes would have an impact on the work of parish councils.

2425-219 MINUTES

On a proposal by Cllr. Andrews, seconded by Cllr. Wilkie, it was **Resolved** to receive and adopt the minutes of the last Parish Council meeting held on 10th December 2024.

2425-220 ACTION LIST, CLERK'S REPORT & CORRESPONDENCE

The clerk had circulated his report, as follows:

1. Christmas & New Year Break

In the five weeks since the last meeting, there have been less time than usual to get things done, but I have concentrated my efforts on clearing some items from the Action List.

2. Bus shelter grant

Devon County Council have managed to pay the grant for 50% of the bus shelter twice in December 2024. I have notified the relevant officers of this and will repay the grant when I receive an invoice.

3. Road Warden Equipment – Storage

The full list of equipment has been purchased and is currently being stored by Southwest Fixings Ltd, who are waiting for instructions for delivery. An email exchange with David Drew is still unresolved and the suppliers are pressing for a delivery date and location. If Mr. Drew concludes that he is unable to store the equipment, another interim solution will have to be found fairly quickly.

4. Community Risk Assessments

This was circulated before the last meeting and, to date, no ideas have been put forward by councillors. The end-date of the consultation is 28th February 2025 and some sort of response should come from the parish council.

5. Action List

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

- **Neighbourhood Plan** – This is on the agenda. DCT have sent a lot of information on the conclusions of the consultation event and have liaised with the chairman on a potential house to house survey questionnaire.
- **Lapford Toddler Play Facilities** – The toddler play equipment price has been secured and an intention to order sent to the contractor. A formal order will

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not be sent until confirmation of the S106 finance is received. Too much delay in this will push the price up and could make the whole project unaffordable. The lead-in time from order to installation is approximately 10 -12 weeks.

- **Gift Aid for Church Green** – this has now been claimed and should result in tax refund of around £360.
- **Select List of Contractors** – still not attempted yet.
- **Bank Account Signatories** – This has now been put in place and Cllr. Graham added to the signatories list.

The chairman ran through the matters on the Action List. The matters discussed were:

- **Road Warden's Equipment** – the equipment had eventually been delivered and was being stored in a shed provided by David Drew. There would need to be a check to ensure that what had been delivered was in accordance with the original list which would be carried out by Cllr. Wilkie. There was still a need for further training to be done and all work would need to be planned before being carried out. Contact would be made with Stacey Lumsdon to ensure she was aware that progress had been made. Cllr. Wilkie would take the lead in liaising with the Road Wardens on behalf of the parish council.
- **Highway Matters** – the clerk to follow up the previous emails sent on the subject.
- **Toddlers Play Equipment and Section 106 Application** – the clerk had just been notified that there was further information required to finalise the application which he would put together as a matter of priority. Cllr. Andrews would supply supporting documentation for the Section 106 application.
- **Footpaths** – Cllr. Shapland had received the P3 grant application forms from the PROW team at Devon County Council and he would liaise with the clerk to complete these for next year.

2425-221 FEEDBACK FROM REPRESENTATIVES

Cllr. Briant-Evans reported on the latest HOLD meeting with the grass-cutting contract going out to contract and the faulty gate locks on Lower Town Place being removed. It was also decided not to renew the Cooperative Society Membership.

2425-222 COMMITTEE REPORTS

a) Celebrations Committee

- i) Cllr. Heal reported that the Quiz would be on 31st January 2025 and that the maximum number of 14 teams had applied. A reserve list would be drawn up if more came forward. People had indicated they might offer a draw prize for the event, or even a cake for the evening and these could be dropped at the chairman's home or at the event from 5pm onwards. Planning for the VE day celebrations was the current task which was proceeding well.
- ii) On a proposal by Cllr. Graham, seconded by Cllr. Fletcher, it was **Resolved** that the funding contained within the events reserve (circa £500) be made available to pay for the set-up costs of the VE Day Celebration

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event.

b) Lapford Emergency Action Plan (LEAP) Committee.

A LEAP meeting had taken place with the main concern being the lack of response to the letter to Highways sent in November 2024. The clerk would chase this up again, adding in a further problem with the hedge opposite the Mill with a gap appearing following work carried out and the protective fence falling over. Cllr. Graham had a land ownership plan which he believed indicated that the land in question might be owned by Network Rail. He would send the plan around to everyone.

2425-223 CHURCH GREEN TRUST FEEDBACK

The next meeting of the committee would be Tuesday 21st January 2025.

2425-224 GRANT APPLICATIONS

The following grant applications had been received

- a) **Citizens Advice - £300 towards running expenses** – the clerk would follow up the question of where the quoted presence in Lapford was and when it was available. A decision would be delayed until this was known. (Power to be used – Section 142, Local Government Act 1972)
- b) **Lapford Community Church - Projector Equipment for Village Hall** – On a proposal by Cllr. Heal, seconded by Cllr. Fletcher, it was **Resolved** to give a grant of £2,000 to this project, with £1,305 to be financed from the Calor Gas grant reserve and the remainder from the General Reserve. (Power used – General Power of Competence, Localism Act 2011)

2425-225 PUBLIC RIGHTS OF WAY (PROW) P3 GRANT – 2025/2026

Dealt with in item 2425-220 above.

2425-226 GRASS CUTTING CONTRACT

Quotations would be invited for the cutting of specified areas of grass in the village during Summer 2026 in the next Lapford Lookout. The advertisement would be based on that used for 2025.

2425-227 ROAD SAFETY ON THE A377

To consider the request for a footpath on the A377 as follows:

I live at, 2 Railway Cottages, Lapford, Crediton EX17 6QU, on the A377 just past lapford along with 8 other cottages along the road .

I am contacting you in conjunction with contacting Devon highways on the recommendation from the police , on a number off occasions my self and my wife have been forced into the hedge by speeding cars and Hgv vehicles then verbally abused for walking on the road to catch the train or bus into crediton

/Exeter, yesterday a speeding car flipped on its roof and through my garden fence onto my drive , a few months ago a speeding car crashed through my neighbours fence and smashed through the house into the bathroom. I have asked for a path from the kennels on the 377 up to lapford train and bus stop so we can use the local amenities safely we are an older generation of residents and often also use the spar

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shop at lapford garage .Sooner or later one of us is going to get killed on that road , I spoke to Devon highways sometime ago and they have told me to contact yourselves for a solution to this speeding and safety problem

The response from the Community Highways Officer was that new footpaths were not being provided as funds were being directed towards maintaining the highways in the existing network, not creating new. The clerk would write back to the resident accordingly.

2425-228 CAR PARKING AT EGGESFORD STATION

To consider a proposed improvement of car parking at Eggesford Station through Winkleigh Parish Council where DCC have produced a report that considers options. 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.

Eggesford Station Monitoring Group are working to get an acceptable improvement in parking and are working with Steve Munday. What form of feedback does Lapford Parish Council want from the monitoring group? The conclusion was that Lapford Parish Council would keep a watching brief on the progress of this whilst trying to ensure that it does not mean that the service for Lapford would suffer.

A note should be written to Steve Munday thanking him for his continued work with the railway authorities on behalf of Lapford.

2425-229 AGGRESSIVE DOGS AND OWNERS

District Cllr. Keable wished to raise awareness of what was being done to reduce the effect of aggressive dogs in Eggesford Forest which followed a public meeting at Winkleigh Village Hall with the Police, Forestry England, and him as District Councillor. He 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.

Cllr. Keable also wanted the parish council to consider making a contribution to the emptying of possible new rubbish bins if they are installed. The chairman said that this could not be considered without knowing the potential cost of doing so.

2425-230 LOCAL GOVERNMENT REORGANISATION & DEVOLUTION

District Cllr. Keable reported on the possibilities for Devon County Council and the District Councils considering what form Unitary Authorities might take in the future. He stated that the options being discussed seemed to be changing daily and he believed that Devon would not be part of the first tranche to be considered by central government.

When the situation became clearer, parish councils will need to look at the effect on its activities caused by the changes, so it will be just keeping an eye on the situation over the coming months and years.

2425-231 LAPFORD NEIGHBOURHOOD PLAN

Since the last meeting there had been quite a number of meetings including with Luke from

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DCT in putting together the consultation survey.

A meeting of volunteers had taken place on 11 January 2025 which had involved seven volunteers and five councillors and revealed that the group had wide-ranging skill-sets which could be useful. A Steering Group has been set up.

The next parish council step would be to get the explanatory pamphlet out to inform the community of the progress to date and what needs to happen thereafter. The pamphlet would be distributed to all households with the next Lookout.

It was decided to have a separate meeting to decide on the final survey questions to be asked following Cllr. Graham's suggested changes and the date was set as being immediately after the Church Green meeting on 21st January 2025.

2425-232

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
24/01733/PNAG	Land at NGR 272981 106370 (Kelland Barton) Lapford Devon	Prior notification for the proposed formation of cow tracks for agricultural use	No Objection – Prior Approval Not Required

2425-233

BANK RECONCILIATION & BUDGET MONITOR STATEMENT

The Bank Reconciliation and Receipts and Payments statement, as at 31st December 2024 were received and **Adopted**.

2425-234

RECEIPTS & PAYMENTS SCHEDULE

On a proposal by Cllr. Graham, seconded by Cllr. Andrews, it was **Resolved** to make the payments scheduled below:

PAYMENTS

Payment to	Services	Month/Ref	Amount £	Payment No.
2024/2025				

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S Hemsworth	Salary	Jan 2025	65.62	2425-29
RJ Martin	Salary	Jan 2025	550.30	2425-29
HMRC	Tax Deductions	Jan 2025	154.40	2425-29
Everflow	Orchard Centre Sewage & Water	Jan 2025	55.93	DD
BT Group Ltd	Orchard Centre Broadband	Jan 2025	55.70	DD
IONOS	Village Website Hosting	Jan 2025	21.88	DD
Adobe	Acrobat Professional	Jan 2025	19.99	DD
Devon County Council	Duplicate Grant Payment Refund	Bus Shelter	2,215.00	2425-30
Congregational Church	Grant	Audio/Visual Equipment	2,000.00	2425-30
The Ark	Room Hire	Neighbourhood Plan Meetings	100.00	2425-30
Victory Hall	Xmas Light Energy	Contribution	10.00	2425-30

RECEIPTS

Receipt from	Services	Amount £	Method
2024/2025			
Devon County Council	Bus Shelter Grant Mk 2	2,215.00	BGC

On a proposal by Cllr. Graham it was **Resolved** to pay The Ark £25 per Neighbourhood Plan meeting, including drinks. This would result in a payment of £100 for the four meetings to be held there for the Neighbourhood Plan for January 2025. It was also **Resolved** to pay the Victory Hall £10 in respect of electricity used for the Christmas Tree lights.

2425-235 MATTERS RAISED BY THE CHAIR

The chair had nothing further to raise.

2425-236 COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS (FOR INFORMATION ONLY)

Cllr. Wilkie raised the question of whether there should be a maintenance and clearance programme for the bus shelters. This, together with village weed clearance, would be considered for a future meeting.

2425-237 DATE OF NEXT MEETING

The date of the next Parish Council meeting is to be on Tuesday 18th February 2025 at 7.30pm in the Orchard Centre.

2425-238 CLOSE OF MEETING

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The meeting was closed at 9.18pm

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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	Finalisation of survey contents to be able to conduct it in March 26 Setting up of Steering Group
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 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 250 2425 053	Lapford Play Facilities - To put together a plan of what is to be done with both the Playing Field, liaising on this with LYPFT, and play equipment	Clerk, District Chairman, Cllr. Keable, Cllr. Andrews and others	Toddler equipment agreed. Order to be sent once Section 106 received Youth equipment, liaise with LYPFT
2324 309	Orchard Centre work to be done Painting of toilet door		

2425-244

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Action List 12th November 2024 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
	<u>Toilet handrail to be refurbished</u> Cleanup of the outside of the Orchard centre and complete the exterior painting Entrance into the Orchard Centre by the door can be slippery. Hole in archive cupboard as a result of the fuse board being moved Repainting of interior and fitting of new notice boards		All tasks are pending for the time being
2425 037	Highways – Road Wardens	Clerk & Cllr. Heal	Equipment delivered & in storage Further Training to organise
2425 039	Footpaths P3 Grant Claim 2025/26 Overgrown Footpaths	Chair & Clerk Cllr. Shapland	Cllr. Shapland to be liaised with
2425 040	Highways Additional outstanding jobs requiring completion	DCC	Additional list sent to Margaret Squires, awaiting response.
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	List to be drawn up from the Lookout and other local sources with request for hourly rates being made.
2425 177	Projector Equipment for Village Hall	Cllr. Graham	Donation of £2,000 agreed

Lapford Parish Council

Meeting 14th January 2025

Continuation of discussion under 2425-231 postponed to 21st January 2025 at 7-30p.m. at the Orchard Centre.

Present: Cllrs. Julie Down (Chair), Bill Graham, Sue Briant-Evans, Steve Fletcher & Roy Andrews.

Apologies were received from: Cllrs. Peter Heal & Ian Wilkie.

2425-231 LAPFORD NEIGHBOURHOOD PLAN

To hear a report from the chairman on the meeting held with Devon Communities Together and the upcoming meeting with volunteers and the further consultation open days in the Ark. To discuss the work required to ensure that the consultation survey questionnaires are delivered in a timely fashion.

The Chair outlined progress so far. A report on the meeting with Luke Groves-Davis (Devon Communities Together), the Volunteers' Meeting notes from 11th January, and version three of the survey had been sent out ahead of the meeting. Discussion proceeded under the following points:

1. The leaflet design and contents were approved for publication. Luke Groves-Davis to be made aware of this and the tight timescale involved. **(Action Cllr Down)** Six hundred copies would be required.
2. The survey questions to be revised incorporating Cllr. Graham's design suggestions plus comments received from the Steering Committee. To be available for comment by Friday 24th January. **(Action Cllr. Graham)**
3. The survey revision to go to the meeting of the Steering Group on 1st March for comment.
4. Survey distribution to be alongside the March Lookout. This to be checked with the distribution team. **(Action Cllr. Down).**
5. Survey returns. Ideally for cost implications and ease of analysing the returns should be made digitally. The LO team to be asked if the QR Code for returns can be printed boldly on the front of the March LO. The code also to be on the front of each printed survey with an online link, and on social media. **(Action Cllr Fletcher)** Each individual in a household will be entitled to return a reply. Completed paper copies to be returned to the ARK, Post Office (Orchard Centre) or the Malt Scoop, or by arranged collection via Cllr. Down's phone number – also to be printed on each copy. Enquiry to be made via District Cllr. Keable as to whether ballot

boxes might be borrowed from MDDC for security reasons. (*Action Cllr. B-E*) Return via Freepost was felt to be too expensive and would discourage people from using the digital option.

6. Suggestions for the Steering Committee Agenda – 1st March.

- Election of a Chair, Vice-Chair and secretary
- Acceptance of draft Terms of Reference to be drafted by the Parish Clerk. The relationship between the Steering Committee and the Parish Council to be made clear – roles & responsibilities.
- Final comments for the survey.
- Next steps going forward.

The meeting ended at 8-30 p.m.

LAPFORD PARISH COUNCILParish Council Meeting 18th February 2025**Clerk's Report****Report from the Parish Clerk****1. Personal**

I have been involved in a number of complicated family matters since the last meeting which, to some extent, have now reduced in intensity. I expect normal service to be restored shortly.

2. Bus shelter grant

Duplicate grant payment now refunded

3. Road Warden Equipment – Storage

Item on the agenda relating to permanent storage within a MDDC garage being used. Response awaited from MDDC.

4. Grass Cutting Contract

Date for receipt of bids for this set as 1st March 2025. One bid has been received at the time of this report

5. Section 106 Finance for Play Equipment

I was asked by the Section 106 officer to provide further information for the grant claim, which has been forwarded. Confirmation that this is all that is needed has been requested alongside an expected timescale for acceptance by MDDC.

6. Play Area Lease

The lease is progressing slowly but there is little difference between what has been proposed and what the parish council needs. Correspondence on the matter is being pursued.

7. Action List

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

- **Neighbourhood Plan** – This is on the agenda.
- **Lapford Toddler Play Facilities** – Once confirmation of the Section 106 grant is confirmed the order will be submitted.
- **Gift Aid for Church Green** – £496.05 has now been received and credited to the Trust account.
- **Select List of Contractors** – still not attempted yet.

Rob Martin

11 February 2025

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Action List
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2324 235 3	PC Historic Records	Clerk Cllrs Briant-Evans and Down	For Chair and Vice Chair to action.
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2324 250 2425 053	Lapford Play Facilities - To put together a plan of what is to be done with both the Playing Field, liaising on this with LYPFT, and play equipment	Clerk, District Chairman, Cllr. Keable, Cllr. Andrews and others	Toddler equipment agreed. Order to be sent once Section 106 received
			Youth equipment, liaise with LYPFT

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Action List
18th February 2025 Meeting

Latest Minute ref	Issue/Action	Responsibility	Update
2324	309 Orchard Centre work to be done a) Painting of toilet door b) Toilet handrail to be refurbished c) Cleanup of the outside of the Orchard centre and complete the exterior painting d) Entrance into the Orchard Centre by the door can be slippery. e) Hole in archive cupboard as a result of the fuse board being moved f) Repainting of interior and fitting of new notice boards		<i>All tasks are pending for the time being</i> Additional – potential for external power point to be fitted
2425	037 Highways – Road Wardens	Clerk & Cllr. Heal	Equipment delivered & in storage Further Training to organize Use of MDDC garage for storage
2425	039 Footpaths	Chair & Clerk Cllr. Shapland	Cllr. Shapland to be liaised with
2425	040 Highways	DCC	Additional list sent to Margaret Squires, awaiting response.
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	List to be drawn up from the Lookout and other local sources with request for hourly rates being made.
2425	177 Projector Equipment for Village Hall	Cllr. Graham	Donation of £2,000 paid

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**Action List
18th February 2025 Meeting**

Latest Minute ref	Issue/Action	Responsibility	Update
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Trustees of Lapford Church Green
Minutes of a meeting held on Tuesday 21st January 2025
at the Orchard Centre at 7-00 p.m.

Present: Steve Fletcher (Chair), Julie Down, Roy Andrews, Bill Graham & Sue Briant-Evans

1. **To receive apologies for absence.** Apologies were received from Peter Heal & Ian Wilkie.
2. **To approve the minutes of the meeting of 19th November 2024 as a correct record.** The minutes were approved by the meeting and signed by the chair.
3. **To consider any matters arising from the minutes and not on the agenda.** There were none.
4. **To consider any financial matters and updates.** No update on balances received. The gift aid claim had been made.
5. **To receive reports on progress re matters connected with the Chestnut tree including:**
 - a) **Consideration of the letter from a MOP re possible roosting of bats.** (Letter sent to all Parish Councillors, 15th January) Agreed to go ahead with arranging a bat survey. One quote had already been received but others to be sought. Information re the company used for the LTP survey to be looked for. (*Action BG*) A reply to be sent to the MOP (*Action S B-E*)
 - b) **Updates on felling arrangements and transport of the timber to the school.** No updates available but cannot be progressed until the bat survey has been carried out.
6. **To request that the Parish Council include the Church Green when putting the PC Grass cutting contract out to tender this month.** Already in place and the contract advertised in the February Lookout.
7. **To receive an update on possible sourcing of wild daffodil bulbs.** Not practicable, however bluebell bulbs from Kelland woods may be flowering on the bank in the next year or so. The bank top in need of weeding. (*Action RA*)
8. **To receive an update into the investigation re a reported loose timber in the CG fence and adjustment of the gate plus provision of a new catch.** A couple of loose rails identified plus one of the gate posts in need of realignment to enable the gate to swing clear of the ground. A cross over fastening to be attached in place of a catch. (*Action RA*)
9. **To consider a request to use the CG for the siting of a beacon to be lit on the evening of 8th May 2025 as part of the V.E. Day commemoration event.** Answer in the affirmative.
10. **To consider any other business.**
 - a) **Christmas tree hole.** To be lined with a concreted in metal pipe. (*Action RA*)
11. **To set a date for the next meeting.** Set for Tuesday March 4th at 7-30p.m. at the OC.

NORTH DEVON LINE RAIL PROMOTION GROUP

David Northey
Chair, North Devon Line - Rail Promotion Group
C/o Benslee
Morchard Road
CREDITON
Devon
EX17 5LR

Email: info@ndlrpg.org
Date: 6th February 2025

Parish Clerk
Lapford - Parish Council

Dear Rob Martin,

Introducing the North Devon Line - Rail Promotion Group

I am delighted to introduce the **North Devon Line - Rail Promotion Group**, the new identity of the former Tarka Rail Association. Our rebranding reflects a renewed commitment to promoting and enhancing the North Devon Line as a vital transport link for the communities, businesses, and visitors of North Devon.

For more information about our aims, initiatives, and updates, please visit our website at <https://ndlrpg.org>

Our Aims and Roles

The North Devon Line - Rail Promotion Group is dedicated to:

1. **Promoting Rail Use:** Encouraging the use of the North Devon Line for commuting, leisure, and tourism.
2. **Improving Services:** Advocating for enhanced timetables, better rolling stock, and improved station facilities.
3. **Sustainability:** Highlighting rail as an environmentally friendly transport option.
4. **Community Representation:** Ensuring local voices are heard in decisions affecting the North Devon Line.
5. **Regional Growth:** Supporting the role of rail in connecting people to education, healthcare, and employment.

Lapford

We recognise that Lapford station is a vital asset for your community, providing connectivity to Barnstaple, Mid Devon, Exeter, and beyond. Its role in supporting access to jobs, education, and essential services cannot be overstated. We are keen to hear your feedback on the station and its facilities. Are there areas for improvement that would better

serve the residents and communities that access the stations? Your input is invaluable in helping us prioritise advocacy efforts.

Invitation to Join and Volunteer Opportunities

We would like to invite Lapford Parish Council to join the North Devon Line - Rail Promotion Group as a supporting member for annual fee of £15.00. Membership will provide your council with opportunities to influence discussions, represent the needs of your residents, and stay informed about developments affecting the North Devon Line.

Additionally, we are forming a **Station Representative Group** to ensure that the specific needs of each station are addressed. This group will play a key role in improving the station experience and strengthening the connection between local communities and the rail network. If you know of any individuals or groups who may be interested in volunteering to represent Lapford, we would greatly appreciate your support in spreading the word.

Next Steps

We would be delighted to attend a future parish council meeting to provide further details and answer any questions. In the meantime, please do not hesitate to contact me at info@ndlrpg.org if you would like to join the group or share feedback on the station.

Thank you for considering this opportunity to collaborate with us. We look forward to working with you to ensure the North Devon Line continues to thrive and meet the needs of your community.

Yours sincerely,

DFJNorthey

David Northey

Chair, North Devon Line - Rail Promotion Group

clerk@lapfordparishcouncil.org.uk

From: Lewis Dyson <ldyson@middevon.gov.uk>
Sent: 03 February 2025 14:08
To: clerk@colebrooke-pc.gov.uk; copplestoneparishcouncil@gmail.com;
 clerk@creditonhamlets-pc.gov.uk; townclerk@crediton.gov.uk;
 cruwys.morchard.pc@gmail.com; town.clerk@cullomptontowncouncil.gov.uk;
 clerk@culmstock-pc.org.uk; downstmarypc@gmail.com;
 clerk@halbertonparishcouncil.gov.uk; clerk@halbertonparishcouncil.gov.uk;
 hittisleighparishcouncil@gmail.com; clerk@holcomberogus-pc.gov.uk;
 info@kentisbeare.net; clerk@lapfordparishcouncil.org.uk; clerk@morchardbishop-pc.org.uk; clerk@morebathpc.org.uk; parishclerk@newtonstcyres-pc.gov.uk;
 clerk@nymetrowland-pc.gov.uk; clerk.oakfordpc@gmail.com;
 poughillparishclerk@gmail.com; puddingtonpc@gmail.com;
 sampevclerk@outlook.com; parishclerk@sandfordparishcouncil.gov.uk;
 shobrookepc@outlook.com; clerk@silvertonparishcouncil.org.uk;
 Stoodleighp@gmail.com; clerk@templetonparishcouncil.org.uk; clerk@thelbridge-pc.gov.uk; thorvertonpc@gmail.com; Assistant@tivertontowncouncil.gov.uk;
 clerk@uffculmeparishcouncil.gov.uk; UplowmanPC@btconnect.com;
 clerk.washfieldpc@gmail.com; venner1982@btconnect.com;
 wembworthypc@btinternet.com; clerk@willand-pc.org.uk; zmpcouncil@gmail.com
Cc: Simon Newcombe
Subject: *Action* Community Risk Register
Attachments: Local Community Risk Register DRAFT V3.docx

Dear Town/Parish Clerks

I hope you are all well. As you may remember I sent out a request for you to review the Community Risk Register Draft back in December. This e-mail is to do a few things:

1. Remind you of this, and the deadline of 28th of February
2. Provide an updated version of the register as some feedback has requested additional detail on some of the risks
3. Provide you with additional context as this was a request in the feedback I received.

If you can take this register to your Town/Parish Council I would be most grateful as no one understands your communities like you do! Please review the risks in the attached document to see if you agree with their scores and also provide me with any additional risks you have identified in your communities.

Additional Context:

As you may be aware, there is a National Risk register which is held by Central Government and a Community Risk Register held by the Devon, Cornwall and Isles of Scilly Local Resilience Forum. However, there is no form of Local Risk Register that drills down to the individual Towns/Parishes which is something I wanted to create. One of the main outputs of the register would be a more proactive response to engagement where I and other colleagues could better target the specific risks that matter to you across this beautiful area of Devon that we call home.

How the process is working:

1. The first part of creating this register was to go out to all the District Councillors to get their top 3 risks in their areas and to rank them on a simple likelihood/impact matrix.
2. The second stage is then sharing the risks that they identified with Towns/Parishes to see if you agree and to identify any risks they missed. This is the stage we are currently at which means so far, other than collating responses, Mid Devon District Council have not had any involvement in the creation of this register. It is created by the people that know their individual communities best.

3. The third stage would then be to share this updated list with the senior leadership at Mid Devon District Council for their thoughts. Many will understand the profound impacts of these risks and will provide valuable insight into the impact scoring.
4. The fourth stage will then be an administration process. I will collate all of the risks together and then run through a more rigorous scoring methodology, the same one used for the National Risk Register but scaled for a local approach. This will then give us our final list of risks with updated scores.
5. The top 10 risks will then be assessed further to provide mitigating actions that we as MDDC and you as communities could do to address those risks.
6. Lastly the full list and top 10 risks with additional detail will be shared with our Community PDG and then be published publically for anyone to view.
7. These top 10 risks will then be reviewed annually to see if they are still the top 10 and if not, will be replaced with new risks with additional mitigating actions being identified. The overall long list of local risks will be reviewed with Towns/Parishes on a three year basis to ensure that we are capturing new/emerging risks as well as removing risks that have been addressed.

I hope this gives the background and understanding you need.

All the best

Lewis

Lewis Dyson | Resilience Officer | Mid Devon District Council | Phoenix House | Phoenix Lane | Tiverton | EX16 6PP

My working hours are 8am-5pm Mon-Fri however I have every other Friday off

Direct Dial: 07748 23611 | Switchboard: 01884 255255 | Email: ldyson@middevon.gov.uk | Website:

www.middevon.gov.uk



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Do you really need to print this? Please stay **Green** and leave it on the screen!

From: Lewis Dyson

Sent: 03 December 2024 12:29

Cc: Cllr Gwen DuChesne <GDuChesne@middevon.gov.uk>

Subject: *Action* Community Risk Register

Dear Parish Clerks

As you will remember from the Town/Parish Clerk meeting I asked if you could ask your Councils to take a look at the new Community Risk Register. I have attached the register to this e-mail. If you could bring it to one of your meetings or send it round to your Parish Councillors so that they can review and comment on it.

The plan as attached has been created by the District Councillors. What I would like to know is:

- Are there any risks missing?
- Do you agree with the scores?

I have also included the guidance for the scores on the document. If you could please **come back to me with any comments by 28th of February** that would be very helpful.

I have also attached an e-mail from the Community Resilience Forum which is a survey they are completing to identify what training is needed locally. If you could spare some time to complete this it would help communities all across Devon.

All the best

Lewis

Lewis Dyson | Resilience Officer | Mid Devon District Council | Phoenix House | Phoenix Lane | Tiverton | EX16 6PP

My working hours are 8am-5pm Mon-Fri however I have every other Friday off

Direct Dial: 0774 423611 | Switchboard: 01884 255255 | Email: ldyson@middevon.gov.uk | Website:

www.middevon.gov.uk



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Name of Risk	Likelihood	Impact	Total
Flooding in Knightstweed Estate (Cullompton)	5	5	10
Flooding at bottom of Colebrooke Road (Cullompton)	5	5	10
Electricity provided by vulnerable overhead cables. Small communities are always last to be attended to because they simply don't have the clout of bigger communities.	5	5	10
Cullompton infrastructure upgrades	5	5	10
Flooding of Willow Walk, Station Road Fordton and new Peddlars Pool homes development	5	5	10
New developments at Willow Walk and Peddlars Pool combined with an extreme weather event overloading Lords Meadow sewage works resulting in sewage being vented into the River Creedy	5	5	10
Antisocial behaviour in Newcombes Meadow (Crediton)	5	4	9
Water racing down Swallow Way after heavy rain, and endangering traffic and pedestrians (Cullompton)	5	4	9
Flooding on station road Yeoford & Penstone	4	5	9
Large potholes around Yeoford recycling centre and poor roads from the cross to the main road to Copplestone	5	4	9
Failure to supply bus services adequately	5	4	9
Hen Street, Cullompton Hill and Parsonage Street Bradninch, run-off and surface water flooding	5	4	9
Flooding of road between Lowman Green and St Peter's Church, National Grid Ref 301404,115317	5	4	9
Overfull litter bins in Crediton	4	4	8
high levels of traffic in Newton St Cyres and poor and inconsistent bus service	5	3	8
Housing flood risk, Lapford Mill, Lapford Malt Scoop Cottage, Chawleigh New Inn (opposite Butts Close) – affecting individual homes	4	4	8
Retention of village halls - lack of funding and/or volunteers.	3	5	8
Increased traffic on narrow roads within Towns/Villages	5	3	8
School traffic and a child being hit. (Kentsibeare)	3	5	8
Compact snow creating deep road ice in prolonged freeze between Lapford, Orchard Way to upper Lapford.	2	5	7
Flooding River Yeo at Lapford	5	2	7
Network Rail demolishing the bridge into Bradninch from the Hele side/B3181. Will take months to complete and will result in a main artery route into Bradninch being closed	3	4	7
Flooding at Bampton village centre	3	4	7
Storm Winds, Many roads Clare & Shuttern Ward at risk of closure due to falling trees, power outages, roofs damaged, falling debris	3	4	7
Surface water flooding along the lower half of Pinnex Moor Road, from the junction with Cosway Road to Belmont Road	3	4	7
Potential for speeding in certain parts of the ward to result in serious injury/death in the very worst case scenario (Westex)	4	3	7
Flooding on Silver Street, Thorverton	3	4	7
Lack of resident parking spaces – leading to accidents across Mid Devon	4	3	7
Flooding in Kentsibeare, the houses next to the school and corner of Machine Lane and downstream at the ford	4	3	7
State of the roads. Pot holes and edges of roads crumbling. Sainthill was effectively cut off recently because of damage to the road.	4	3	7
Flooding in Copplestone, where it joins the main road through the village	4	3	7
Peddlars Pool development, creating traffic congestion, particularly at bottom of Jockey Hill and junction of Mill Street with Exeter Road	4	3	7
Lack of schools, doctors, accessible dentists in/around Cullompton in relation to the amount of houses being built	3	3	6

Air Quality in Cullumpton with volume of houses/cars and potential lack of green travel alternatives.					
Localised Flooding – Silvertown Leet, due to Land run off					
Community Isolation Main Road Access – Flood, Snow, Significant incident – Emergency Medical Treatment unavailable for extended period of time, access to essential support services. Specifically the Tiverton to Exeter, A396					
Vacant properties in Crediton					
Storm damage or snow resulting in road blocks in numerous places or difficult to remove, cutting off access to certain settlements					
Walking on roads with no pavements, few street lights and, at times, very large vehicles within villages					
Flooding Oakfordbridge area					
Flooding at High School/Petroc and Kennedy Way industrial estate					
Ability of the Ashdown Care Home to be able to evacuate if there was a fire due to the poor access for large vehicles					
Flooding in low lying parts of the ward (Westex) in particular near to the river					
Increasing amounts of low level opportunistic crime/antisocial behaviour (Westex)					
Flooding at Bickleigh – impact dependent on occupation of The Trout – and road at Holcombe Rogus					
Snow, Many roads in Clare & Shuttern Ward at risk of closure					
There is a risk of flooding in Crediton A377					
There are safety and air quality concerns related to the A377					

Likelihood	Impact				
1 - Very Low	- Substantive, effective, tested and verifiable controls / mitigating actions in place - Highly unlikely to occur	1 – Very Low	Localised minor injury or health impact to one person (no time off work required)	3	6
2 - Low	- Effective controls / mitigating actions in place - Unlikely to occur	2 - Low	- Localised minor injury or health impact to one person (small time off work required eg less than 1 week) - Small financial loss or service cost increase (less than £5,000)	2	6
3 - Medium	- Some controls / mitigating actions in place, but in need of review / improvement - Existing controls generally work but there have been occasions when they have failed and problems have arisen	3 - Medium	- Minor injury or health impact to multiple persons (small time off work required eg less than 1 week) - Injury or health impact to one person (substantial time off work required eg more than 1 week) - Financial loss or service cost increase (eg over £5,000) - General loss of confidence and trust in the local community	TBC	TBC
4 - High	- The Community has in the past experienced problems in this area but not in the last 12 months - Poor or ineffective controls / mitigating actions in place, or existing controls are generally ignored - The Community has experienced problems in this area within the last 12 months	4 - High	- Serious injury or health impact to one or more people - Loss of contract, resource, data or equipment resulting in long-term inability for community to maintain services or short-term inability to maintain several services - Localised damage to property / premises - Localised environmental impact	4	6
5 - Very High	- No controls / mitigating actions in place - The Community is experiencing problems in this area or expects to within the next 12 months	5 - Very High	- Serious injury or health impact to several or death of a person - Loss of contract, resource, data or equipment resulting in long-term inability to maintain several services - Serious damage / destruction of property / premises - Serious environmental impact - Serious financial loss or service cost increase (eg over £100,000)	5	6

2425-253

COMPASSION ~ AMBITION ~ TEAMWORK

Proposed changes to Lapford Community Primary School

Presentation to Community representatives-
January 28th, 2025




1

COMPASSION ~ AMBITION ~ TEAMWORK

Introduction:

Welcome

Reason for meeting- Would like to change the status of Lapford Primary school back to its original status of being a CE school.

2

COMPASSION ~ AMBITION ~ TEAMWORK

'Ambition' for Lapford school:

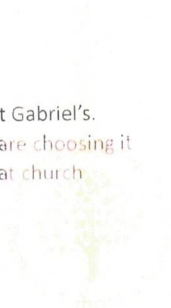
- To be the school **of choice** in the local community
- To raise the profile of the school
- To transform the reputation
- To give the school, the recognition it deserves
- To put the school at the heart of the community
- To attract new families to the village

3

COMPASSION ~ AMBITION ~ TEAMWORK

Very rare- didn't know it was possible- it is!

- Redhills Primary school in Exeter- now St Gabriel's. Pupil numbers have increased. Parents are choosing it over other local schools. (Perception that church schools are 'better')

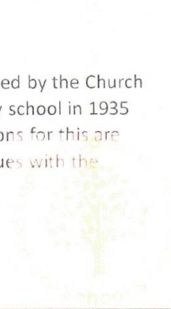


4

COMPASSION ~ AMBITION ~ TEAMWORK

Historic rationale:

- Lapford Primary school was originally founded by the Church of England in 1865. It became a community school in 1935 when it moved to its current location. Reasons for this are unclear, but it may have been related to issues with the amount of land needed for the new build.



5

COMPASSION ~ AMBITION ~ TEAMWORK

Local rationale:

- To put Lapford school at the heart of the local community
- Some good links with the local churches and the community. Want to strengthen these
- Timing- New CEO and a Primary Executive Head from September 2023
- To attract more families to the village and school



6

COMPASSION ~ AMBITION ~ TEAMWORK

Trust rationale:

The Church of England Vision statement for Education aligns with Chulmleigh Academy Trust's core values;

Compassion - 'we care passionately about the children and adults in our schools and local community. We believe our schools should be rooted in their community.'

Ambition - 'our desire is for all children and adults to flourish in our schools. We believe in a broad, rich curriculum. The school will be held to account by SIAMS.'

Teamwork - 'The school will be part of a wider community- the Church of England and Exeter Diocese.'

7

Chulmleigh Academy Trust- church links:

- C.A.T has 'church articles'
- Close links between the College and Chulmleigh church
- C.A.T already works in partnership with Exeter diocese.
- Sarah Healey- EFP 'Lead' and member of Exeter diocese education board committee (Standards and ethos group)
- 'Exeter Flourishing partnerships' (Mrs Gilpin- Perkins is leading on Collective worship across the Trust)
- Other staff members across the Trust involved with EFP

8

Designation to a Church of England School

- A CE School is **not** a faith school with a designated religious character
- It exists for the benefit of the local community
- That community is made up of people who may have a Christian faith, may have another faith, or have no faith at all
- All are equally included

'The primary and core purpose of church schools is to provide high standards of teaching and learning for the children and young people in a community.'

(Church of England Vision for Education)

COMPASSION ~ AMBITION ~ TEAMWORK

9

COMPASSION ~ AMBITION ~ TEAMWORK

Where are we now?

- Pupil numbers stable
- Very positive Ofsted review
- Fantastic team of teachers/TAs
- OPAL
- Forest school
- Sensory room
- Exciting projects- Careers, Environmental
- Better links with College, other primary schools
- Guaranteed admission to the College if a pupil at a Trust primary school

We need to celebrate this and publicise it widely.

Want to do something different- get attention

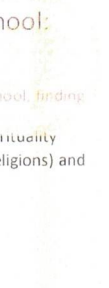


10

COMPASSION ~ AMBITION ~ TEAMWORK

Benefits of reverting back to a CE school:

- Raised profile through publicity
- Increased pupil numbers- parents choosing a church school, finding out about Lapford due to the publicity surrounding this
- Embed current improvement in behaviour/attitudes/spirituality
- Continuing improvement in knowledge of (the major religions) and world views
- Increased support- diocese
- Increased accountability- SIAMS



11

COMPASSION ~ AMBITION ~ TEAMWORK

What would be different?

- Collective worship-stories from many faiths, hymns, prayer (invitational)
- Visits from the three churches in Lapford
- Improved relationship with all three churches
- Increased support for Mrs Wright/staff
- SIAMS inspection once every 5 years – nothing like Ofsted!
- Creation of a Lapford school vision
- Foundation governors (2?) attached to local board and/or an 'ethos group' of volunteers



12

What happens next?

- Consultation with parents, staff and community- period of consultation lasts until February 14th
- If majority in favour, then permission is sought from the DfE to legally change status
- Notify the local authority
- Potentially re-open as a CE Primary School, in September 2025

CON

ON

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BITION

TEAM

WORK

13

CON

ON

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TEAM

WORK

Questions?

- Comments/opinions valued through feedback either on paper or electronically.
- Consultation period ends 14th February 2025 (last day before half term)



Thank you for your support as always



14

Lapford Neighbourhood Plan – Steering Group

Notes of meeting dated 1st February 2025, 10.30AM, The Ark

Present: Jenny Andrews, Sue Briant-Evans, Andy Chapman, Julie Down, David Garton, Bill Graham, Helen Greensmith, Stephen Jones, Anne Millman, Peter Totterdill

1. To receive apologies for absence

These were received from Belinda Allen and Ian Wilkie. It was noted that the Parish Clerk, Rob Martin, was not able to attend.

2. To approve the minutes of the meeting of 11th January 2025

These were approved as a true and accurate record.

3. Matters arising from the above minutes and not already on the agenda

None.

4. To elect the following:

- a. Chair – Stephen Jones
- b. Vice-Chair – Anne Millman
- c. Minute-Taker – Jenny Andrews

5. To consider the draft Terms of Reference and make any suggestions for additions/alterations (to go to the Parish Council meeting on 18th February for approval)

It was AGREED to delete any reference to a maximum number of members, allowing additional members to be involved on an ad-hoc basis.

It was NOTED that the purpose of the Steering Group is to prepare the Neighbourhood Plan, which is aspirational in nature.

It was established that the Steering Group reports to the Parish Council who are ultimately responsible for any decisions in respect of the Neighbourhood Plan. Therefore any decision made by the Steering Group must be ratified by the Parish Council. The Parish Council have full control over all income and expenditure actions in relation to the Neighbourhood Plan budget

The ToR were otherwise AGREED and will be presented to the Parish Council meeting on 18th February for approval.

It was AGREED that a scoping document (based on the 'Notes for Neighbourhood Plans') would be helpful; for clarification, to scope the required data, and to set agendas for meetings. Peter Totterdill volunteered to draft such a document for consideration at the next meeting. **ACTION PETER TOTTERDILL**

6. To note the financial arrangements for the Neighbourhood Planning process going forward and the present balance

It was NOTED that funds come from central government via Mid Devon District Council. The current balance is uncertain as the Parish Clerk (who administers this) was unable to attend the meeting. This will be confirmed prior to the next meeting.

The salary for the Parish Clerk to undertake secretarial work related to the Neighbourhood Plan comes from the NP budget. The Chair offered to contact the Parish Clerk to confirm the financial arrangements and details of the budget plan currently in place. **ACTION STEPHEN JONES**

It was NOTED that analysis of survey results will be undertaken by Devon Communities Together (DCT); who would prefer responses to be digital. It is hoped to include a QR code in the front page of the February Lapford Lookout. The details of how the survey process is managed will be arranged between DCT and the Parish Council.

7. To receive a report on the two consultation events held at the Ark (January 24th and 25th)

It was reported that ten people visited these events.

8. To make any final comments on the Survey to be passed to the Parish Council for final approval

Discussion took place. It was agreed that further consultations may be needed, to capture further details such as how local residents travel to work. It was noted that a housing needs assessment was undertaken last year; **ACTION SUE B-E** to locate this; and that there may potentially be budget for a separate labour market assessment. It was noted that the DTC may place a maximum on the number of questions in the survey (budgetary constraints). If data are already available then some questions are not required in the survey.

It was noted that the survey questions are created by DTC, based on and reflecting feedback from the initial public consultation event.

It was AGREED to move the general demographic questions (gender, age, length of time lived in village) to the end of the survey, and to mark these as 'optional'. It was also AGREED that an option for 'full-time education' should be included in the 'Employment Status' section, in the hopes of capturing the younger demographic (but to remove 'Local Government / NHS Worker'). 'Preservation of the Historic Environment' should be included under Section 7 ('What should be considered for new housing developments...') and mention of bird feeders removed from Section 16 ('Which other community initiatives' ...).

It was further AGREED to make clear that the survey can be completed by all members of the household; not just by one member on behalf of the full household.

There is a need to capture data from the younger demographic (especially teenagers); possibly tapping in to pre-existing informal networks.

ACTION BILL to update survey (version 5) for circulation; and send to the Parish Council/DCT once finalised (**ACTION JULIE** to provide DCT's contact information).

Managing expectations will be important; the survey is only a beginning, and aspirational in nature at this time, so residents should not be disappointed if they mention matters which do not immediately transpire.

9. To note the timetable of events going forward and next steps for the Group

18th February 2025 – Meeting of the Parish Council, at which the draft Terms of Reference and the Survey need to be presented. The survey must be circulated with the March issue of the Lapford Lookout (which must be in print by the end of February).

March 2025 – Survey to be completed and returned by local residents.

Circa mid-May 2025 – Survey results should be received from DCT, and will be presented to the village; potentially combined with the Parish Council's presentation to the village.

10. Any Other Business

There was none.

11. Date for next meeting

Saturday 22nd February 2025 10:30; The Ark (upstairs room).

Lapford Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

Bank Reconciliation at 31/01/2025

Cash in Hand 01/04/2024 30,994.95

ADD

Receipts 01/04/2024 - 31/01/2025 40,241.00

71,235.95

SUBTRACT

Payments 01/04/2024 - 31/01/2025 34,677.56

A Cash in Hand 31/01/2025 36,558.39
(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/01/2025 0.00

Natwest Current Account 31/01/2025 0.00

NS&I 31/01/2025 0.00

Lloyds Treasurers 31/01/2025 36,558.39

36,558.39

Less unrepresented payments

36,558.39

Plus unrepresented receipts

B Adjusted Bank Balance 36,558.39

A = B Checks out OK



Lapford Parish Council
14 STATION ROAD
YEOFORD
CREDITON
DEVON
EX17 5HU

Your Account

Sort Code 30-99-50
Account Number 78183268

COMMUNITY ACCOUNT

01 January 2025 to 31 January 2025

Money In	£0.00	Balance on 01 January 2025	£37,482.19
Money Out	£923.80	Balance on 31 January 2025	£36,558.39

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
08 Jan 25	IONOS CLOUD LTD. V73144437-67195269	DD		21.88	37,460.31
14 Jan 25	EVERFLOW LIMITED E264080A	DD		55.93	37,404.38
20 Jan 25	ADOBE *ADOBE CD 1417	DEB		19.97	37,384.41
22 Jan 25	HMRC - ACCOUNTS OF 100000001486278644	FPO		154.40	37,230.01
22 Jan 25	RJ MARTIN 200000001491431424 SALARY	FPO		550.30	36,679.71
22 Jan 25	SUSAN A HEMSWORTH 600000001495173052 SALARY	FPO		65.62	36,614.09
27 Jan 25	BT GROUP PLC GP00449335- 000075	DD		55.70	36,558.39

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Lapford Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

11 February 2025 (2024 - 2025)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	26,000.00	26,000.00					(0%)
2	Grants - General							(N/A)
9	Interest Received	80.00	79.77	-0.23				-0.23 (-0%)
21	Clerk's Salary				8,400.00	6,881.40	1,518.60	1,518.60 (18%)
22	National Insurance							(N/A)
23	Clerk's Expenses				200.00	188.78	11.22	11.22 (5%)
24	Councillor Expenses				100.00		100.00	100.00 (100%)
25	Councillor Allowances				200.00		200.00	200.00 (100%)
26	Training & Development				400.00		400.00	400.00 (100%)
31	External Audit				210.00	210.00		(0%)
32	Internal Audit				195.00	195.00		(0%)
33	Information Commissioner's Office				35.00	35.00		(0%)
34	Legal Fees				290.00	290.00		(0%)
35	Land Registry							(N/A)
36	Insurance Premium				515.00	514.68	0.32	0.32 (0%)
37	Elections							(N/A)
38	Information Technology and PC's				500.00	829.16	-329.16	-329.16 (-65%)
39	Office Consumables				300.00	36.99	263.01	263.01 (87%)
40	Refreshments				60.00		60.00	60.00 (100%)
41	Postage							(N/A)
42	Venue Hire				100.00	59.50	40.50	40.50 (40%)
43	Devon Association of Local Councils				270.00	373.00	-103.00	-103.00 (-38%)
44	Society of Local Council Clerks & Officers				70.00	64.00	6.00	6.00 (8%)
161	PWLB Loan Repayments				4,500.00	4,499.26	0.74	0.74 (0%)
201	VAT Refund							(N/A)
202	Insurance Claim	343.00	342.95	-0.05				-0.05 (-0%)
203	IT Equipment				457.00	456.63	0.37	0.37 (0%)
206	Printing					126.36	-126.36	-126.36 (N/A)
	SUB TOTAL	26,423.00	26,422.72	-0.28	16,802.00	14,759.76	2,042.24	2,041.96 (4%)

Neighbourhood Plan

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4	Grants - Neighbourhood Plan	5,510.00	5,510.00					(0%)
45	Devon Communities Together				5,510.00	2,755.00	2,755.00	2,755.00 (50%)
207	Refreshments				100.00	26.06	73.94	73.94 (73%)
208	Venue Hire				200.00	47.60	152.40	152.40 (76%)
	SUB TOTAL	5,510.00	5,510.00		5,810.00	2,828.66	2,981.34	2,981.34 (26%)

Orchard Centre

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
60	Salary - Orchard Centre Cleaner				990.00	823.80	166.20	166.20 (16%)
61	Cleaning Consumables				60.00	14.93	45.07	45.07 (75%)
62	Electricity				1,000.00	175.86	824.14	824.14 (82%)

Lapford Parish Council
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11 February 2025 (2024 - 2025)

63	Water & Sewage	300.00	542.92	-242.92	-242.92 (-80%)
64	Orchard Centre Maintenance & I	200.00	334.18	-134.18	-134.18 (-67%)
65	Orchard Centre Telephone & Brc	500.00	464.20	35.80	35.80 (7%)
SUB TOTAL		3,050.00	2,355.89	694.11	694.11 (22%)

Village Maintenance

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
3	Grants - PROW	1,800.00	1,800.00					(0%)
5	Section 106 Income							(N/A)
7	Community Infrastructure Levy							(N/A)
50	Car Park Maintenance & Improv				300.00		300.00	300.00 (100%)
71	Telephone Kiosk Maintenance &							(N/A)
101	Village Clock				195.00	195.00		(0%)
102	Air Ambulance Lighting							(N/A)
103	Grass Cutting				400.00	215.00	185.00	185.00 (46%)
104	Verge Cutting							(N/A)
105	Landscaping							(N/A)
106	Village Maintenance							(N/A)
107	Sign Maintenance				1,050.00	1,048.00	2.00	2.00 (0%)
108	Noticeboards				130.00		130.00	130.00 (100%)
109	Winter Maintenance					129.17	-129.17	-129.17 (N/A)
110	Benches							(N/A)
111	Footpath Lighting				85.00	85.00		(0%)
121	PROW Maintenance				1,800.00	1,277.00	523.00	523.00 (29%)
205	Road Warden Equipment	500.00	497.50	-2.50	700.00	602.62	97.38	94.88 (7%)
209	Bus Shelter	2,215.00	4,430.00	2,215.00	4,430.00	4,429.17	0.83	2,215.83 (33%)
SUB TOTAL		4,515.00	6,727.50	2,212.50	9,090.00	7,980.96	1,109.04	3,321.54 (24%)

Village Services

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
6	Events Income	59.00	59.00					(0%)
8	Donations							(N/A)
81	Defibrillator Installation				1,511.00	1,511.00		(0%)
82	Defibrillator Maintenance				350.00	246.00	104.00	104.00 (29%)
91	Community Website				220.00	174.07	45.93	45.93 (20%)
131	Emergency Planning Equipment				100.00		100.00	100.00 (100%)
132	Emergency Planning Maintenance				100.00		100.00	100.00 (100%)
141	Grant to Lapford Church Green				1,500.00	1,500.00		(0%)
142	Grant to Lapford Youth & Playing				300.00		300.00	300.00 (100%)
143	Grant to Local Organisations				1,000.00		1,000.00	1,000.00 (100%)
144	Armistice Wreath				50.00	50.00		(0%)
145	Events Expenditure				83.00	382.55	-299.55	-299.55 (-360%)
146	Community Broadband Access							(N/A)
200	Capital Expenditure							(N/A)
204	Defibrillator Grant	400.00	400.00					(0%)
210	Christmas Decorations					67.00	-67.00	-67.00 (N/A)

Lapford Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

11 February 2025 (2024 - 2025)

SUB TOTAL	459.00	459.00		5,214.00	3,930.62	1,283.38	1,283.38 (22%)
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Summary

NET TOTAL	36,907.00	39,119.22	2,212.22	39,966.00	31,855.89	8,110.11	10,322.33 (13%)
V.A.T.		1,121.78			2,821.67		
GROSS TOTAL		40,241.00			34,677.56		