

Lapford Parish Council meeting 10th June 2025

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**There was a meeting of Lapford Parish Council on Tuesday 10th June 2025
at 7.30 p.m. held in the Orchard Centre, Lapford.**

Members Present: Cllrs. Julie Down, Sue Briant-Evans, Roy Andrews, Steven Fletcher, Alex Shapland.

Others: Three members of the public.

MINUTES

2526-037 APOLOGIES

Cllrs. Graham and Heal, District & County Cllr. Keable, Rob Martin (Clerk).

Our Clerk, Rob Martin, is currently in hospital and Councillors sent their best wishes for a speedy recovery.

Cllr. Shapland kindly volunteered to make notes of this meeting for the July issue of the Lapford Lookout. **Action – Cllr. Shapland.**

2526-038 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

There were no declarations of interest in items on the agenda.

2526-039 CO-OPTION OF COUNCILLOR

Only one application had been received. It was agreed to respond with "thanks, but no thanks at the moment".

Cllr. Briant-Evans suggested that the Council book a table at the Revel, manned with a rota of Councillors, in an effort to encourage new applications. This was agreed for Saturday 12th July 2025. Cllr. Briant-Evans will pull a display together. Cllr. Down will provide paper and pens and email out time slots to Councillors. Details to be finalised at the next meeting.

The Chairman adjourned the meeting to allow public participation.

2526-040 PUBLIC PARTICIPATION SESSION & UPDATES FROM LOCAL ORGANISATIONS

- There is substantial weed growth on the garages in Moorland View. To be reported to MDDC.
Action – Clerk.

2526-041 COUNTY AND DISTRICT COUNCILLORS' REPORTS

None received.

The Chairman reconvened the meeting in line with Standing Orders.

2526-042 MINUTES

There were two alterations to the draft minutes of the meeting held on 13th May 2025.

(a) 2526-027 (d) - Eastmere Farm. To add "It also has an Untidy Site Notice which needs following up."

(b) 2526-027 (e) – Conservation Area. To note that it concerned simply how the Conservation Area should be managed. The reference to Conservation Area boundary was deleted.

Following these amendments, it was resolved to adopt the minutes. All in favour.

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2526-043 ACTION LIST, CLERK'S REPORT & CORRESPONDENCE

Clerk's Report, Item 2. The Play Area Sign. Do we need one for the approach from the other end?
It was decided to wait until the lease is finalised.
The other points were for information.

Action List.

Telephone box. Some internal work has been done. More progress will be made before the next meeting. **Action – Cllr. Andrews.**

Footpaths. To be chased. **Action – Cllr. Shapland.**

Mast on Orchard Centre. Please revisit. **Action – Clerk.**

2526-044 FEEDBACK FROM REPRESENTATIVES

The Victory Hall Committee is struggling with a lack of members.

Lapford Youth Club may approach the Parish Council in future for help to develop the hall to make it more functional.

2526-045 COMMITTEE REPORTS

(a) Celebrations Committee.

The minutes of the previous meeting held on 14th May 2025, previously circulated, are now attached to these minutes. The Committee has finished its current business, stood down, and will reconvene when a future need arises.

(b) Lapford Emergency Action Plan Committee (LEAP).

Another meeting will be held in July where the focus will be on emergency plan revision and promoting household and personal preparedness for emergencies.

2526-046 CHURCH GREEN TRUST FEEDBACK

The Bat Survey has been completed and there is no sign of bats so the tree can come down. Date awaited for this. There have been a couple of fixes to the fence. The Christmas Tree hole will be lined. It was agreed to place a plaque in memory of Derek Pleace in the wall.

Copy minutes of meeting held on 10th June 2025 attached to these minutes.

2526-047 TODDLERS' PLAY AREA

- (a) The equipment has been added to the insurance renewal.
- (b) Agreed to pay T & G Maintenance the sum of £810 for grass cutting for a maximum of twelve months. Proposed Cllr. Briant-Evans. Seconded Cllr. Andrews. All in favour.
- (c) It was agreed to hold an Official Opening at 2.00p.m. on 28th June 2025. This is to coincide with the LYPFT Rally. Cllr. Steve Keable and the Head Teacher of Lapford Primary School to be invited to officially open the new Toddlers Play Area. Invitations to come from the Chair.
Action – Clerk.

Scissors – Cllr. Andrews.

Ribbon – C. Noon.

Bunting (for perimeter) – Cllr. Andrews.

Balloons – Cllr. Andrews.

Bubble machine and liquid – Cllr. Down.

Courier – Cllr. Down.

School newsletter – Cllr. Down.

Advertising – Cllr. Down to ask Jeanne Whittaker to design a poster.

Blurb – Cllr. Down.

Bunting to go up on the morning of 28th June – meet at 10.00 a.m. **Action – All.**

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2526-048 YOUTH PLAY FACILITIES

Councillors are happy for the draft S.106 application to be submitted.
Proposed Cllr. Briant-Evans. Seconded Cllr. Fletcher. All in favour. Action – Clerk.

2526-049 ASSET REGISTER

Adopted. Proposed Cllr. Andrews. Seconded Cllr Fletcher. All in favour.

2526-050 INSURANCE POLICY 2025/2026

Agreed to pay insurance premium of £706.47.
Proposed Cllr. Briant-Evans. Seconded Cllr. Andrews. All in favour.

2526-051 WEED CLEARANCE

Item to be submitted for the July Lapford Lookout. Words, **Action - Cllr. Briant-Evans.** Photos,
Action – Cllr. Down.

It is understood that Winkleigh Parish Council employs a handyman and Councillors agreed to enquire how this worked. **Action – Cllr. Andrews.**

2526-052 FUTURE OF THE VILLAGE MARKET

Lapford Parish Council doesn't have the capacity to co-ordinate these events but fully supports efforts to organise and/or reinvigorate the Village Markets. It wondered whether this could possibly be undertaken by the Victory Hall Committee. There was a further suggestion of having a notice on the table at this year's Revel (see 2526-039 above).

2526-053 REVEL USE OF BROADBAND

It was agreed that the Revel Committee may use the Orchard Centre broadband to enable the use of electronic payment devices. Proposed Cllr. Down. Seconded Cllr. Briant-Evans. All in favour.

2526-054 ORCHARD CENTRE TOILET REFURBISHMENT

This cannot be progressed until the Council has an answer on the land outside the Orchard Centre.

It has come to light that a member of the public has been filling jerry cans with water from the Orchard Centre toilet. Cllr. Andrews will speak to the person concerned. **Action – Cllr. Andrews.**
Cllr. Down requested online access to enable her to be able to monitor water usage. **Action – Clerk.**

2526-055 HIGHWAY MATTERS

Carried forward. Chase lack of response to previous correspondence. **Action – Clerk.**

2526-056 GRANT APPLICATION

More financial information is needed to consider this application. Bank statements and projected income/expenditure for twelve months to be requested. **Action – Cllr. Andrews.**

2526-057 LAPFORD NEIGHBOURHOOD PLAN

Nothing decided. Another meeting to be held quite soon.

2526-058 PLANNING MATTERS

(d) It was also noted that the application for Sandhurst had been rejected.

2526-059 BANK RECONCILIATION AND RECEIPTS AND PAYMENTS COMPARED WITH BUDGET

Noted.

2526-060 REVIEW EFFECTIVENESS OF INTERNAL AUDIT

Adopted. Proposed Cllr. Briant-Evans. Seconded Cllr. Andrews. All in favour.

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2526-061 RECEIPTS AND PAYMENTS SCHEDULE

Agreed to make all payments. Proposed Cllr. Briant-Evans. Seconded Cllr. Fletcher.

2526-062 MATTERS RAISED BY THE CHAIR

- (a) The flower bed at the top of the village is in hand. Cllr. Heal has plants and will top up with compost. **Action – Cllr. Heal.**
- (b) Chulmleigh Academy Trust had contacted the Council regarding a change of name for Lapford Primary School. A reply was requested by 18th July 2025. The proposed new name is "St. Martha's Church of England Primary School". Everyone present preferred "Lapford Church of England Primary School". It was agreed to write back expressing concern re the loss of "Lapford" and inviting the CAT to the next Parish Council meeting on 8th July to explain the reasons for their proposal. Cllr. Down forwarded the letter from CAT together with the presentation previously attended by Cllrs. Down and Andrews. Cllr. Briant-Evans provided some background thoughts. Lapford Primary was a Church of England school (possibly from around 1865-1874) and it was agreed that we could perhaps refer back to this heritage.
Write with invitation to next LPC meeting. **Action – Clerk.**
Collect historical information together. **Action – Cllr. Briant-Evans.**

2526-063 COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS

Cllr. Briant-Evans reported that she now had a receipt for the Parish Council papers deposited in the Village Archive. To be passed to the Clerk for filing. **Action – Cllr. Briant-Evans.**

Cllr. Andrews stated that the Parish Council should have a key to the Toddlers Play Area. The Clerk may have a key (returned from the contractors) – query. Key to be sourced, labelled, and kept in the Orchard Centre. **Action – Cllr. Andrews.**

2526-064 DATE OF NEXT MEETING

8TH July 2025, Orchard Centre, 7.30pm.

2526-065 CLOSE OF MEETING

The meeting closed at 9.30 p.m.



Lapford Celebrations Committee

Meeting held on Wednesday 14th May 2025 at 7-30 p.m. at the Orchard Centre

Present: Cllrs Julie Down, Sue Briant-Evans, Steve Fletcher, Roy Andrews; and Caroline Noon, and Sue Hemsworth (new to the Committee).

In the absence of Cllr Heal Cllr Fletcher chaired the meeting.

1. **To receive apologies for absence.** Apologies were received from Cllr. Heal.
2. **To approve the minutes of the meeting of 22nd April 2025 as a correct record.** The minutes were approved by the meeting and signed by the acting chair.
3. **To consider any matters arising from the minutes and not on the agenda.** There were none.
4. **To receive any financial information.** The Parish Council held £471 on the Committee's behalf with £406.05 in cash to be paid in making a total reserve of £877.05. The Mid Devon Afternoon Choir had been paid £100. The retiring V.E Day event collection of £125 plus refreshments donations of £27.45 (total £152.45) was donated to the RBL.
5. **To consider the VE Day programme and its effectiveness.** A brilliant concert in the Church, though a disappointing attendance from the village. David Garton's Church Green display much appreciated.
6. **To consider a list of thank yous to be sent.** Certificates of Grateful Recognition to be sent to: Mid Devon Afternoon Choir, Lapford hand bell ringers, Lapford Church bell ringers, Church refreshment volunteers, the PCC, David Garton, the ARK, the Church Green Trustees, Nigel Skinner and Ian Wilkie.
7. **To note that VJ Day will be commemorated on 15th August.** Noted, but no information available re a national recognition of this.
8. **To consider the Committee's future.** The Committee decided to stand itself down until a further need for it arose. Noted that the Mid Devon Walking Festival might be revived in 2026, and that the Lapford Parish footpaths/rights of way maps and information could do with clarification.
9. **To consider any other business.** There was none.
10. **To set a date for the next meeting if appropriate.** No date set.