

Sampford Courtenay Parish Council
MINUTES OF SAMPFORD COURTENAY PARISH MEETING

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Clerk to the Council: M.Pratt, Higher Town, Sampford Courtenay. 01837 82285

Agenda for the Meeting 18th April 2017

- 1) **Present:** - Cllrs J Friend, A Thorley, C Coleman & R Bevis + 4 members of the public.
- 2) **Public Participation** – there were no matters raised by the public.
- 3) **Apologies** were received and accepted from Cllr J. Palmer and WDBC Cllr L. Samuel.
- 4) **Declarations of Interest** – there were no declarations of interest.
- 5) **Minutes of the Main Council Meeting held on 21st Mar 2017 were agreed and signed.**
- 6) **Playground Report.** (Jill Bevis) there was nothing unusual to report. The grass has been cut and the new tree is shooting. The loose capping stones on the church wall are still a concern. Clerk will email the PCC again regarding this matter.
Cllr R Bevis – reported that the Village Green had been used by several youngsters over this Easter Holiday period.

Funding for Repairs/Renewal of Play Equipment – it was agreed that the Clerk should pursue funding to cover replacement of the faulty swings in the first instance, and then possibly larger funding to update the Village Green Equipment later in the year.
- 7) **WDBC Report** - in absence of both WDBC councillors there was nothing new to report. Cllr Samuel had emailed the Clerk to say that she has been unable to obtain a summary of the [Joint Local Plan](#) but sent a summary of comments from the Website. The full plan can be viewed and downloaded from the WDBC Website or on the link above. The final consultation concludes on 26th April.
- 8) **Planning – to consider the following applications:-**
 - a) **0961/17/PDM - Glebe Farm, Honeychurch – Hawking, Peard & Collims – Prior approval of change of use of agricultural building to dwelling house.**
SCPC feel unable to comment on this application due to lack of details submitted. However, they are keen to stress that they hope no existing masonry is demolished.
 - b) **0158/17/HHO - Corscombe Barn, Corscombe Lane – Mr & Mrs P Hammans – Householder application for construction of single storey extension.**
SCPC Support and applaud submitted plans which clearly show identifiable scale and direction. However with no design and access statement they would like to encourage use of sustainably sourced materials for this development.
 - c) **0309/17/PHH – Courtenays, Sampford Courtenay – Mr N Coldrick – Notification for prior approval for proposed single storey extension to side and rear with replacement of existing front porch, roof light installation over existing bathroom and rear bedroom.**
SCPC Support this application. However with no design and access statement they would like to encourage use of sustainably sourced materials for this development
 - d) **1085/17/HHO – Paize Cottage, Sampford Courtenay – Mr Viggers - Householder application for proposed domestic workshop and store.**
SCPC Support this application.
 - e) **1208/17/FUL - Bridgelea, Wellsprings, Sampford Courtenay – Mr & Mrs Tucker - Demolition of existing and construction of replacement dwelling house including the installation of a 4kW ground mounted solar PV array**
SCPC Support this application on the understanding that the asbestos removal will be undertaken by suitable qualified contractor. SCPC feel that the applicants’ approach to use of sustainable materials and recycling of old materials is an excellent exemplar which should be encouraged.
- 9) **WDBC Decisions :-**
 - a) **0238/17/PDM - The Barn, East of Beer Cross, Okehampton – Mr T Ash - Prior approval refused.**
 - b) **0410/17/PDM - Hayrish Farm, South Tawton – Mr Walton – Prior Approval given.**
 - c) **0412/17/PDM – The Barn, Cricket Farm - Mr & Mrs Board – Prior Approval refused.**
 - d) **4112/16/TCA - North Town Farm, Sampford Courtenay - Mr I Shepherd – Grant of conditional consent.**
 - e) **0417/17/PDM – Barn at Chapel Moor – Dr Almond - Refusal**
- 9) **SCPC Planning policy for coming year** - the Council believe it would be helpful to publish its overriding policy regarding planning applications within the parish. Cllr R Bevis agreed to formulate a draft wording of this policy for agreement at the next meeting.
- 10) **SCPC Garden Waste Scheme** – deferred for consideration of full council after next month’s AGM.

11) **Village Spring Clean** – is planned for Saturday 29th April. Meeting at Village Hall at 11am. Please bring suitable tools and clothing with you :- buckets, brushes, secateurs, loppers, gloves, and hi-vis clothing if you have some. SCPC will aim to provide some as well.

IF YOU WOULD LIKE A FREE PASTY AND GLASS OF CIDER/FRUIT JUICE AFTERWARDS AT THE CIDER VAT – PLEASE LET THE CLERK KNOW SO THAT ENOUGH CAN BE ORDERED. THANK YOU.

12) **Highways** – (Cllr A Thorley) – nothing to report.

13) **Station Road Drains.** – A concerned member of the public had reported the blockage of these drains to the chairman who then contacted the Highways Dept. Within 2 weeks they came and cleared these drains and the concerned member of the public was very pleased with their prompt response.

14) **War Memorial - Current position:-**

- a) **Piece of granite acquired and currently with chosen Mason – C.F Piper**
- b) **Bronze plaque currently being manufactured by East Coast Casting**
- c) **Confirmation emails that no Planning or Listed Building Consent is required**
- d) **Confirmation that no electrical services run beneath the cobbles.**
- e) **Our Insurance Company (AON) confirm that they will require proof of detailed design/plan by appropriately qualified person with Professional Indemnity Insurance**

It was agreed that the Chairman/Clerk would contact original Conservation Architect Jeremy Chadburn to see if he will undertake the completion of this design and act as Project Manager.

War Memorial Fund - **Balance** Total carried forward = £3,561.60

Donations this month. = Mar- Apr = 4 weeks @ £14.40 = £57.60 (incl in above figure)

15) **Matters arising from Annual Parish Meeting held on Tues Mar 28th.**

a) **Broadband – and endorsement of SWMB for next tranche of CDS voucher scheme.**

Parishioners are advised to keep a check on the [CDS \(Connecting Devon and Somerset\)](http://CDS (Connecting Devon and Somerset) website) website for start date for applications for Vouchers in the 2nd tranche. More information can be found on their website (or through the link above) and you can register an interest by emailing broadbandvoucher-mailbox@devon.gov.uk

It was also reported that those parishioners who have already used their vouchers with SWMB are very pleased with the installation process and it was agreed that SCPC would provide a reference for SWMB to take part in phase 2 of the CDS scheme.

b) **Glebe House rebuild and inconvenience and assessment of associated risks caused by scaffolding.**

At the Open Meeting a member of the public pointed out that the scaffolding around Glebe House prevents the Okehampton School bus from driving down through the village. School children now have to go to the New Inn to be collected and dropped. It also means that the bus has to go via Sampford Chapple Cross and turn onto the main road at a very dangerous junction.

The Clerk has been informed that the scaffolding could remain until next November and has been asked to write to the Engineer in charge of the works for more details.

c) **Parking in Village Square** – Cllr Bevis reported that on several occasions he has been unable to use the Post Box in the square due to cars parked there. While appreciating that residents around the square like and have a right to park vehicles outside their own property, SCPC are keen to explore ways of making the square less congested with parked vehicles and maintain adequate access to public facilities in the area.

16) **Finance** (To consider payments to be made as per list below)

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| i) Clerk salary & Expenses = | = £ 135.80 |
| ii) HMRC | = £ 33.80 |
| iii) Cll Coleman stamps = | = £ 6.60 – deferred to next meeting when receipt has been obtained. |
| iv) Total payments this month = | = £ 176.20 |
| v) Uncleared cheques & transfers from last month = | = £ 738.80 |
| vi) Balance (10.iv + 10v) | = £ 915.00 |
| vii) Income | = £ 2,584.60 (Flytipping, P3 & Chase Milton Grant) |
| viii) Current Balances = Reserve Account | = £ 13,223.18 (Calculated) |
| ix) Current Account (according to Statement –31.3.17) | = £ 5,085.46 |
| x) Total Current Funds less agreed expenditure above | = £ 4,170.46 (10.ix – Balance) |
| xi) To agree transfer of £ Zero To Current Account from Reserve Account | |
| xii) Approval of Annual Governance Statement – was agreed and signed. | |
| xiii) Signatures & complete application for new Reserve Account – deferred until new council. | |
| xiv) New Pension staging date 18th April 2017 – clerk to finalise submissions. | |
| xv) 2016-17 Q4 Spend versus Budget. – End of year spend v budget had been prepared by Cllr Coleman and was approved by the council to be submitted to the Auditor. | |

17) **Progress Reports** for information

- a) **OkeRail Forum** - next meeting to be held in May.
- b) **Footpaths – Use and removal of planings from Morris’ yard** – as per the Spend v Budget above it was agreed that work could go ahead to lay scalplings from Peacegate to Cliston, and at entrance to Village Hall.
- c) **Mathew McIlwraith’s email about moving a footpath.** – the clerk was asked to email DCC for advice on how best to proceed.
- d) **Mathew McIlwraith’s email about Recycling Centre** – as Okehampton Recycling Centre is run by DCC it was suggested that the Clerk notify Cllr James McInnes of our concerns about new rules and regulations which came into place on 1st April.
- e) **TAP fund for Village Hall heating - £2028 applied for – Granted £964.68** – It was agreed that on receipt of the TAP funding into our account SCPC will transfer £1,250 Chase Milton Grant (2016 – 2017) and £964.68 (TAP Grant) giving a total of £2214.68 to be

used for providing and installing new and improved heating for the Committee room of the Village Hall. (Further grant funding will be sought in this coming year towards provision of Audio Visual Equipment for the Village Hall)

f) **Clerk's Report** (anything not already covered by Agenda items)

18) **Correspondence for information**

- a) Email received regarding a plot of land in SC. Clerk to reply and ask for more information.
- b) Email received from PCC stating that Key Holder of Church Rooms has been changed. Clerk to check if this needs to be updated on County Disaster Website. (Church Rooms identified as possible temporary shelter in time of local disaster.)
- c) Email received via website searching for old friends. Clerk to check Electoral role and reply.

19) **Councillor Resignation** – Cllr Coleman formally accepted, with reluctance, the resignation of Cllrs Joy and Bob Tucker. SCPC thank them for their dedicated support and high level of attendance. They were very dependable colleagues and will be sorely missed.

20) **Casual Vacancy** – SCPC are permitted 8 councillors and in light of the recent resignations of Cllrs J & B Tucker and Cllr E Brown we now have 3 vacancies to fill. If you are interested in standing as a Parish Councillor please confirm your intention in writing to the Clerk at Higher Town, Sampford Courtenay, EX20 2SX or by email SCPCClerk@aol.com

21) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues 16th May at 7.30pm at Sampford Courtenay Village Hall which will also be the AGM.

Signed

M. S Pratt

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Clerk to Sampford Courtenay Parish Council Apr 2017.

Members of the Public are cordially invited to attend all Parish Council Meetings and suggest items for the Agenda. (Please contact the Clerk at least 7 days prior to scheduled meeting re Agenda items)

2017/18 Dates	Apr – 18th	May – 16 th AGM	Jun – 20th	Jul – 18th	Aug – 15th
	Sept – 19th	Oct – 17th	Annual Parish Meeting 1 - Mar – 20th	Nov – 21st	Dec – 19th
2018	Jan – 16th	Feb – 20th		Annual Parish Meeting 2 Mar	

Eastern Links Meetings – Thurs 22nd June – Whiddon Down; Thurs 14th Sept – Throwleigh; Thurs 16th Nov – Sampford Courtenay.