

Sampford Courtenay Parish Council
NOTICE OF SAMPFORD COURTENAY PARISH MEETING

www.sampfordcourtenay-pc.gov.uk

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

To Members of Sampford Courtenay Parish Council

You are duly summoned to attend the next meeting of Sampford Courtenay Parish Council to be held at **7.30 pm** on **Tuesday 16th Jan**
at Sampford Courtenay Village Hall.

Agenda for the Meeting.

- 1) **Chairman's welcome and opening remarks .**
- 2) **Apologies**
- 3) **Public Participation** Residents are invited to give their views and question the Parish Council on issues on this agenda, or to raise issues for future consideration at the discretion of the Chairman.
Members of the public may not take part in the Parish Council meeting itself. **(maximum time limited to 3 minutes per person)**
- 4) **Declarations of Interest –**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b) To declare any personal interests in items on the agenda and their nature.
 - c) To declare any prejudicial interests in items on the agenda and their nature. (Councillors with prejudicial interests must leave the room for the relevant items)
- 5) **Minutes** To consider the approval of the minutes of the last meeting of the council (already circulated)
 - a) – **Main Council Meeting held on 19th Dec 2017**
- 6) **Playground Report.** (Adrian Thorley)
 - a) **Organise working party to review repairs to climbing frame.**
- 7) **WDBC Report -**
- 8) **Planning –**
 - a) **Update on Highclere Refusal.**
- 9) **WDBC Decisions :- None this month.**
- 10) **Future Banking Arrangements**
 - a) **Closure of NatWest Bank Okehampton**
 - b) **Appointment of Internal Auditors**
 - c) **Appointment of External Auditors**
 - d) **Amendment of Standing Orders re above items.**
- 11) **Setting of Precept for 2018-19 & finalisation of budget.**
- 12) **Toilets – Annual deep clean & general refurbishment/modernisation**
- 13) **SCPC Planning policy update**
- 14) **Local Resilience Plan – update**
 - a) **Adoption of up-dated Snow Plan**
- 15) **BT Phone boxes – Draft letter to BT for approval by SCPC**
- 16) **Highways – (Cllr A Thorley) – Draft letter to Alison Hernandez for approval by SCPC**
- 17) **War Memorial - update from Jeremy Chadburn**

War Memorial Fund - **Balance** Total carried forward = £2148.60 (cost of Plaque deducted)
Donations this month. = Dec - Jan = 4 weeks @ £15.00 = £60.00 (incl in above figure)

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

- i) Clerk salary & Expenses = = £ 135.60
- ii) HMRC = = £ 34.00
- iii) Burr ridge Printers – Christmas Card = = £ 26.40
- iv) Colin Coleman Stamps – Christmas Card = = £ 44.07
- v) **Total payments this month** = = **£ 240.07**
- vi) Uncleared cheques & transfers from last month = = £ 553.60
- vii) **Balance** (18 v + 18vi) = = **£ 793.67**
- viii) **Income** = = **£ 0.00**
- ix) Current Balances = Reserve Account = = £11,724.16 (Calculated)
- x) Current Account (according to Statement –29.12.17) = = £ 1,993.79
- xi) Total Current Funds less agreed expenditure above = = **£ 1,200.12** (18 x – Balance)

xii) To agree transfer of £ Zero **£ To Reserve** Account from **Current** Account

19) Progress Reports for information

- a) **OkeRail Forum**
- b) **Footpaths** – (Cllr D Boting Page) P3 forms.
- c) **Highways** – (Cllr A Thorley)
- d) **First Aid Course** – (Cllr J Clatworthy Edwards)
- e) **Outstanding Actions report**
- f) **Clerk’s Report** (anything not already covered by Agenda items)
 - i) CAB request for funding
 - ii) Nominations for Queen’s Garden Party – 5th June 2018
 - iii) Precept Request form now online and needs completing no later than 2nd Feb.
 - iv) Mayoral Award Nominations.
 - v) Councils Together Meeting 24th Jan – 7pm OTC Council Chamber.

20) **Correspondence for information** (To note the attached appendix of items which have been circulated or will be available for inspection at the meeting)

21) **Councillors’ reports and items for future agenda.** (Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

22) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues 20th Feb at 7.30pm at Sampford Courtenay Village Hall.

Signed

M. S Pratt Marion Pratt
Clerk to Sampford Courtenay Parish Council Jan 2018

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 - Oct 24th	Nov – 21st	Dec – 19th
2018	Jan – 16th	Feb – 20th	Mar – 20th	Annual Parish Meeting 2 Mar	

Eastern Links Meetings – 1st Mar, 21st June, 13th Sept, 15th Nov

Training –