

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

3RD JULY 2018

- 1) **Present:- Cllrs C Coleman, M. Wilson, J. Palmer, J. Friend, J. Clatworthy-Edwards & M. McIlwraith + 1 member of the public.**
- 2) **Apologies** - were received and accepted from WDBC Cllr Lois Samuel.
- 3) **Public Participation** – a parishioner had reported to the Chairman that whilst jogging through Honeychurch they had been attacked by a black and white collie dog outside of Middletown Farm. Although not seriously injured, the incident has caused the parishioner to cease jogging in that direction. The Clerk was asked to report the incident to the Dog Warden.
- 4) **Declarations of Interest – None**
- 5) **Minutes of the Main Council Meeting held on 5th June 2018 were agreed and signed.**
- 6) **WDBC Report - None**
- 7) **Planning** – to consider the following application
 - i) **1902/18/FUL – Mr & Mrs May – Hatherton Farm – Readvertisement – Siting of shepherds hut on farm for use as holiday accommodation. SUPPORTED.**
- 8) **SCPC Planning policy update** – Clerk circulated laminated copies of **SCPC Planning guidelines** to assist in decision regarding above planning application. A copy of the planning check list is available on the [Website](#) or from the Clerk.
- 9) **Local Resilience Plan** – Cllr Wilson was unable to attend the recent Local Resilience Plan forum, however, she has viewed the information discussed at this meeting and taken note of any suggestions appropriate for our own Local Plan. The key items being Early Planning linking to the DCC and WDBC plans – “Prepare before a crisis and establish good communication links with Emergency Services”. Arising from this item, it was reported that the drains running down to New Inn are blocked again. Clerk was asked to contact the Highways Dept and ask for a gully-sucker to address this matter.
- 10) **War Memorial** - parishioners will have seen that the new War Memorial has been erected in front of the original War Memorial. However, a number of issues brought to the attention of Cllr Clatworthy Edwards was discussed at this meeting and Clerk was asked to arrange a meeting with Councillors and Architect to try and rectify/address the concerns.
 - a) **Dedication Service report** – the Clerk reported that she has arranged for Rev Rita Bullworthy to lead the Dedication Ceremony on Wed 15th August at 7 pm in front of the War Memorial (followed by refreshments in the Church Rooms). Plus there will be a British Legion Bugler and Standard Bearer in attendance. SCPC would like to cordially invite all parishioners to attend this Dedication Service and would ask you to notify the Clerk of the details of any persons outside Sampford Courtenay who you believe should be invited to attend.
 - b) **Payment of Stone Mason account as listed below.** – it was agreed that Clerk seek advice of Architect as to whether a part of the Invoice for the Mason should be retained until issues with Memorial have been satisfactorily addressed.
 - c) **Silent Soldier Silhouette** – Royal British Legion have brought to our attention that they have life size Perspex silhouettes for sale for £150 each to commemorate 100th Anniversary of end of WW1. After discussion it was agreed to concentrate SCPC funds, at the moment, and finishing the War Memorial to a satisfactory standard.
- 11) **Finance** – the following payments were agreed and cheques sign – with particular note to Item 10 b above.

i) Clerk salary & Expenses =	= £ 169.60
ii) HMRC	= £ 42.40
iii) Cllr McIlwraith – mileage expenses.	= £ 39.15
iv) Toilet Cleaner	= £ 93.96 (4 weeks of 3 hrs @ £7.83 to 25.6.18)
v) C F Piper – War Memorial	= £ 6018.00
vi) Total payments this month =	= £ 6363.11
vii) Uncleared cheques & transfers from last month =	= £ 1648.91
viii) Balance (11vi + 11 vii)	= £ 8012.02
ix) Income	= £ 1281.53 (Snow plough grant & VAT refund)
x) Current Balances = Reserve Account	= £ 19726.63 (Calculated)
xi) Current Account (according to Statement – 31.5.18)	= £ 13689.08
xii) Total Current Funds less agreed expenditure above	= £ 5677.06 (11xi – Balance)

 - xiii) To agree transfer of **£ ZERO £ To Reserve** Account from **Current** Account until sourced new Bank Account.
 - xiv) Bank Accounts Lloyds Bank. – still awaiting reply from Lloyds & details of some councillors.

- 12) **Village Hall Committee – VAT Report from Internal Auditor** – to clarify the confusion over who/and how VAT can be reclaimed, SCPC approached Aims Accountants (SCPC Internal Auditor) for a comprehensive report on this matter. (The cost of the report was generously donated by Nigel Wayne)
- In future – if Village Hall (or any other parish group/club)** ask SCPC for funds to cover cost of equipment etc. SCPC will only be able to grant a sum net of VAT.
 - Alternatively – SCPC can be asked to order and purchase items and “loan” to Village Hall**, and said items will be added to SCPC Asset List (subject to annual depreciation) in this instance, SCPC will be able to reclaim VAT as with all their other purchases.
 - VAT on Capital Works** – Village Hall could voluntarily register for VAT and date of registration can be backdated so that maximum amount of historic VAT on improvement works to the hall could be reclaimed. (Village Hall could then de-register so that the complication of having to charge vat on hiring the hall would be negated)
 - SCPC agreed** to pay for a professional report to assess whether it would be worth the Village Hall following the option outlined in Item 12d. Cllr John Palmer will put this offer to the Village Hall Committee. Cllr J Friend added that if Village Hall accepted this proposal and were successful in obtaining substantial VAT refund – perhaps they could consider re-imbursing cost of report to SCPC.

13) **Progress Reports** for information

- OkeRail Forum** – next meeting Sept 10th
- Footpaths** –
 - Decision on Tenders for Furzedon Lane** – the 4 tenders received were forwarded to John Baker of DCC for his consideration and on his advice, K S Fencing was asked to complete the improvements to Furzedon Lane as per the tender specifications.
 - Overgrown hedges on Peacegate to Cliston Lane** – Cllr Palmer has spoken to the landowners on each side of this path and reminded them that it is their responsibility to trim their own hedges, and that the advised period to cut is between 1st Aug – 28th Feb to avoid disturbing nesting birds and other wildlife.
 - Increasing evidence of dog fouling on roads and footpaths.** Parishioners and visitors are politely requested to clean up after their dogs while walking through the Village and along the footpaths so that all walkers can enjoy our parish. SCPC would also like to remind everyone that dogs are NOT ALLOWED on the Village Green.
 - SeaMoor Lotto – SCPC accepted as one of the benefitting local charities.** [PLEASE BUY YOUR TICKETS ON SCPC PAGE SO THAT WE GET 50P OF EACH £1 TICKET.](#)
 - Office of Police and Crime Commissioner Funding. Application deadline 23rd July** – Clerk to look into making an application for Highway Safety signs.

14) **Highways – Parking in the Village.** – while witnessing the difficulty of driving large farm machinery through the village past the various parked vehicles, a councillor was reminded of the danger that could arise should emergency service vehicles need to access the parish. The Clerk was asked to invite the local Fire Service to drive through the village, at their convenience, to point out areas where parking will result in difficult emergency access.

15) **Playground Report** – Clerk actioned to obtain Report file from Cllr Thorley and pass on to Cllr Clatworthy Edwards.

16) **Clerk’s Report** (anything not already covered by Agenda item)

- Casual Vacancy – due to the resignation of Cllr Adrian Thorley, there are now 2 vacancies for a parish councillor. Please contact the clerk for more details.**
- Resignation of Cllr Adrian Thorley** – SCPC expressed their Thanks to Cllr Thorley for his time and dedication whilst serving as a Parish Councillor.
- Funding request from North Dartmoor Search and Rescue Team** – Clerk actioned to ask them to submit their accounts so that their request can be considered at the next meeting.
- Millennium Stone Garden – need for stone to suppress weeds.** Councillors thanked the Clerk for weeding the area around the Millennium stone and agreed that she order more gravel to go on top of the weed suppressing membrane.

17) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for **Tues Aug 7th** at 7.30pm at Sampford Courtenay Village Hall.

Signed

M. S Pratt

Marion Pratt

Clerk to Sampford Courtenay Parish Council July 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)

2018/19 Dates	Apr – 3rd	May – 1 st AGM	Jun – 5th	Jul – 3rd	Aug – 7th
	Sept – 4th	Oct – 2nd	Annual Parish Meeting 1 - Oct 23rd	Nov – 6th	Dec – 4th
2019	Jan – 1st	Feb – 5th	Mar – 5th	Annual Parish Meeting 2 Mar 19th	

Eastern Links Meetings – 13th Sept, 15th Nov