

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

Minutes of the Meeting held on Tues 6th November 2018.

- 1) **Present Cllrs Coleman, Friend & Smith & WDBC Cllr L Samuel + 4 members of the public**
- 2) **Apologies** - Cllrs Michele Wilson, John Palmer & Jon Clatworthy Edwards.
- 3) **Public Participation**
 - a) **A member of the public reported that more salt is required to service The Beeches roads over the winter.**
 - b) **A parishioner queried when SCPC would attend to fast closure of Village Green Gate. Clerk advised that the Annual External Inspection Report was due, and SCPC would like to await their recommendations before attending to this matter.**
 - c) **Concern was expressed about the frequent dog mess on the green lane from Village Hall to Peacegate Cross. The Clerk will see if signs can be erected to remind dog owners to pick up after their dogs.**
- 4) **Declarations of Interest** – there were no declarations of interest.
- 5) **Minutes of the Main Council Meeting held on 9th Oct 2018 were agreed and signed.**
- 6) **WDBC Report** - Cllr Lois Samuel reported the following:-
 - a) In an effort to close the budget deficit, WDBC are considering closing Public Toilets. (This does not effect Sampford Courtenay as SCPC have been responsible for the public toilets for several years) Cllr Coleman suggested that local councils may be more inclined to take over the responsibility of running the public toilets if WDBC made a grant/loan available to bring them up to a good standard of repair before handing them over. **SCPC would like Cllr Samuel to investigate this suggestion and report back at the next meeting.**
 - b) WDBC & South Hams are hoping to sign off on the Joint Local Plan by next Feb or Mar.
 - c) WDBC is fully implementing the new Universal Credit Scheme. If any parishioners are having problems please get in touch with Cllr Samuel.
 - d) Cllr Samuel is a member of the Waste Procurement Board and will help decide on who gets the new Waste Collection and Recycling contract next April. Cllr Coleman reiterated comments made at the Open Meeting that WDBC should appoint an Environmental Consultant to audit and advise on the best contract deal with improved recycling ability.
- 7) **Planning** – to consider the following planning applications:-

Planning Decisions –

- a) **4085/17/OPA – Mr Ash – Field at Beer Cross** – Agricultural supervisors dwelling **REFUSAL**
b) **2756/18/PAT – Airband Telecommunications pole at Langmead Farm** **PRIOR APPROVAL REQUIRED & REFUSED.**

- Cllr Coleman wished Cllr Samuel to note that WDBC's decision to go against the comments of the elected members of SCPC in Refusing the planning application at Beer Cross – without prior communication to SCPC is another instance of the lack of courtesy shown by the Planning Officers.
- Cllr Coleman reported that the application for a Telecommunications Mast at Langmead Farm, in his view, was in itself a poor application, as Airband had not claimed Permitted Development Rights.

Up date from Planning Officer – Ben Dancer re Procedural Query for submitting Planning comments. – late Tuesday 6th Nov afternoon, the Clerk had received an email response from Patrick Whymer, WDBC Development Management Lead Specialist. (Thanks mainly to the involvement of Cllr Samuel who insisted a response was made in time for this meeting) Mr Whymer highlighted 3 reasons why the application was determined without taking into account the Parish Council Comments:-

- a) An administrative oversight whereby the case manager did not appreciate the Council were only supposed to allow 14 days for comments concerning the new Planning in Principle.
- b) At the time of the application WDBC staffing and IT could not cope with the volume of letters of representations it was receiving.
- c) A final check for any Comments that had not been indexed was not carried out.

Councillors & applicants responses to this email were as follows:-

- d) For WDBC to admit they are understaffed and that the IT was not working is an admission of failure.
- e) The fact that it had taken 3 email requests and the intervention of Cllr Samuel to obtain a response was not considered good enough.
- f) If it was impossible for WDBC paid secretariat to keep to 14 day time limit, it seems unreasonable to expect SCPC volunteers and neighbouring parishioners to comply with such a short deadline for submission.
- g) The Applicants thanked SCPC for responding to this issue so quickly.
- h) The Applicants themselves were unaware of the 14 day deadline and also felt it was an unreasonable deadline for neighbours to comment.
- i) Chairman Cllr Coleman reminded the applicants that it is the roll of SCPC to represent their parishioners, and offered support should the applicants wish to take this matter further with WDBC.

- 8) **Update on new Bank Account & Compensation claim from Nat West.** – Cllr Coleman has had several phone and email communications with an Area Manager of Nat West Bank, Chris Preston regarding the Signatory discrepancies with our NatWest account.

NatWest has forwarded 80 pages of uncollated documentation up to 2011 only – Cllr Coleman has replied that this is unsatisfactory and NatWest are now sending the documentation to their own Records Department for collating and this could take up to 21 days to complete. **Cllr Coleman asked the meeting to empower him to submit a claim for £2,500 compensation. This was agreed.**

9) Local Plan update (Cllr Wilson) – PLEASE COMPLETE THE PARISH SURVEY – AVAILABLE ON THE WEBSITE <http://www.sampfordcourtenay-pc.gov.uk/> SCPC are hoping for at least a 50% response from an electoral roll of just over 500. Completed surveys so far = 22

Local Resilience Plan – If you would still like to volunteer as a Snow Warden, please let the Clerk or one of your councillors know. If the salt bin in your part of the parish needs replenishing please also get in touch.

Snow Plough & Gritter – there are funds available for SCPC to obtain a Snow Plough and Gritter to fit on a 4 x 4 vehicle for use to clear the roads within the parish in the event of snow this winter. If anyone knows of a second hand snow plough for sale please contact the Clerk on 01837 82285.

10) War Memorial - up-date - Cllr Coleman is in the process of preparing a comprehensive snag list for the War Memorial to put forward to the Architect as the basis of a claim against his Professional Indemnity Insurance.

11) Open Meeting Matters arising –

- a) **Parish Survey** – please endeavour to complete Survey online as soon as possible, and encourage neighbours to complete it also. Please see Item 9 above
- b) **Budgetary consideration – Defibrillator cost of £1800 for 4 years inc Free First Aid Training or Annual First Aid Training £175** – this item for further consideration at the next meeting under Budgetary Considerations.
- c) **Grant Requests – The meeting agreed to funding the paint for the gates and railings around the Public Toilets and Village Hall (and possibly the lamp standard) up to a sum of £150.**
 - i) **Beeches Defibrillator; - Mrs Allesbrook to provide SCPC with written quotation of expected one off and annual costs for consideration at next meeting.**
 - ii) **Okehampton District Community Transport and Citizens Advice Bureau grants to be added to next agenda.**
- d) **Bus Services to Sampford Courtenay – Clerk to ask for comments regarding timing and number of days a week parishioners would prefer for a Bus Service and then use this feedback to present to DCC Cllr James McInness.**

12) Finance – payments listed below were agreed and cheques signed except for Item x KS Fencing. See Item 13 c below.

i) Clerk salary & Expenses =	= £169.60	
ii) HMRC	= £ 42.40	
iii) Toilet Cleaner	= £ 78.30	(5 weeks of 2 hrs @ £7.83 to 29.10.18)
iv) British Legion Wreath	= £100.00	
v) Re-issued cheque – War Memorial	= £ 39.15	
vi) N Power	= £ 14.25	
vii) Colin Coleman – Open Meeting postage	= £ 75.90	
viii) West Country Ground Maintenance	= £ 310.02	
ix) St Andrew’s Church – Ground Maintenance	= £ 350.00	
x) KS Fencing Furzedown Lane P3	= £11,334.72	
xi) Total payments this month =	= £ 12,514.34	
xii) Uncleared cheques & transfers from last month =	= £ 417.22	
xiii) Balance (12 xi + 12xii)	= £ 12,931.56	
xiv) Income	= £ 9.69	(Wayleave for telegraph pole + Interest)
xv) Current Balances = Reserve Account	= £ .22	(Statement 18.10.18)
xvi) Current Account (according to Statement)	= £27,578.28	
xvii) Total Current Funds less agreed expenditure above	= £ 14,646.72 (12xvi – 12xiii)	
xviii) Sampford Courtenay Village Hall Rent	= 58.00	(after publication of Agenda)

2019 – 2020 Budget Draft 1

Cllr Coleman presented the first draft of next year’s budget:-

- a) **It was agreed to increase Clerk’s hours from 20 – 25 per month starting April 2019**
- b) **It was agreed to increase Toilet Cleaner’s hourly rate to £8.21 starting April 2019**
- c) Councillors were asked to submit any further comments or amendments on the budget before the next meeting please.

13) Progress Reports for information

- a) **Footpaths – Annual P3 application** – a sub committee are meeting to complete this year’s Application. Cllrs Smith & Coleman would like to try and attend P3 walk at Shobrooke.
- b) Ex councillor, D Boting Page, had informed the Clerk of recent works/improvements made to the Footpath network by DCC Footpath agent John Baker and his team. The Clerk will write to thank John and his team.
- c) **Furzedown Lane** – the Chairman has walked the path from Furzedown Lane to Shoalbrook Lane to compare completed works against original tender submitted by KS Fencing. Although the work shows a great improvement to the path, there is still work required to complete. It was agreed a holding amount of £8,000.00 should be paid to KS Fencing while councillor Coleman composed an email response detailing outstanding work and requesting a site meeting to discuss.
- d) **Highways – [Traffic Speed & Highways Gritting Survey](#)** completed by Clerk to go before Scrutiny Councillors. May lead to a follow up regarding concerns of excess speed in the parish.
- e) **OkeRail** – next meeting 6th December
- f) **Playground Report** – External Annual Inspection should have been completed in October. Clerk awaiting the report. SCPC monthly inspection – Clerk awaiting copy from Cllr Clatworthy Edwards.

- g) **BT Phone Boxes – Sampford Chapple – BT Notice dated 8th August that this kiosk is due to be removed because it is on private land. It is currently still operational by credit card only, but is in a very dilapidated state. Clerk was actioned to contact BT and thank them for their recent refurbishment of the kiosk at Sampford Station and request similar maintenance to the kiosk at Sampford Chapple.**
- h) **Broadband User Survey Please complete this survey and let Connecting Devon and Somerset know what you think of the current Broadband coverage in Sampford Courtenay <https://www.connectingdevonandsomerset.co.uk/broadband-user-survey/> The survey will close on the 9th December.**
- i) **Connecting Devon and Somerset latest update – Lot 4 Phase 11 They are working on it.**
- j) **South West Mobile Broadband – is still able to fit a satellite dish and router for a price of £350 - £500 per household. This can then be tried with a data only Pay as you go SIM card from £10. Several parishioners who took advantage of the voucher scheme have gone down this route and report much faster download speeds and broadband coverage. Please contact the Clerk for more Information.**

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

- i) **SCPC representation at Nov 11th Services** – Cllrs Coleman, Friend and Heather Smith agreed to present the wreath and give some of the readings at the Memorial Services.
- ii) **Plymouth & South West Joint Local Plan – consultation period 22nd Oct – 3rd Dec** – Clerk has hard copy available for viewing.
- iii) **Weed killing of cobbled path on Village Green – quote of additional £30 + VAT per year.**
- iv) **DALC News – Funding for renewable energy projects** – list of grants available.
- v) **Councillor Representative for Eastern Links Meetings. 15th Nov Endecott House, Chagford** – Clerk asked to send apologies as no councillor available to attend this meeting.
- vi) **Representative to attend Resilience Forum at Broadclyst Village Hall – 22nd Nov** – no one available to attend.
- vii) **Civic Service North Tawton – 18th Nov St Peter’s Church** – Cllr Smith will represent SCPC at this event.
- viii) **SeaMoor Lotto – to support SCPC projects – you can sign up for tickets at <https://www.seamoorlotto.co.uk/support/sampford-courtenay-parish-council> So far 7 tickets have been purchased which will raise £182 per year for SCPC. Thank you to Gillian Townsend Green who was a winner last month, but decided to donate her winnings back to SCPC.**
- ix) **WDBC PEER CHALLENGE – Tues Nov 27th 14.00-15.30 Kilworthy Park Tavistock** – Cllr Coleman will try and attend this event.
- x) **EDWARDIAN EVENING - Thurs 6th Dec 6pm – Okehampton Council Offices & Carols at 7pm** – The Chairman suggested that Cllr Jon Clatworthy Edwards may like to attend this event with his family.

15) Date of next meeting. To confirm the date of the next meeting which is scheduled for **Tues Dec 4th** at 7.30pm at Sampford Courtenay Village Hall.

Signed

M. S Pratt

Marion Pratt

Clerk to Sampford Courtenay Parish Council Nov 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 Sept – 4th	May – 1 st AGM Oct – 9th	Jun – 5th Annual Parish Meeting 1 - Oct 23rd	Jul – 3rd Nov – 6th	Aug – 7th Dec – 4th
2019	Jan – 1st	Feb – 5th	Mar – 5th	Annual Parish Meeting 2 Mar 19th	

Eastern Links Meetings – 15th Nov – Endecott House, Chagford; Wed 5th Dec Superlink – Kilworthy Park, Tavistock