

Sampford Courtenay Parish Council
MINUTES OF SAMPFORD COURTENAY PARISH MEETING

www.sampfordcourtenay-pc.gov.uk

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

TUES 5TH MARCH 2019

- 1) **Present Cllrs C Coleman, M Wilson, J. Palmer, J. Friend, H. Smith & M. McIlwraith & WDBC Cllr Louise Watts.**
- 2) **Apologies** - Cllr J. Clatworthy Edwards
- 3) **Public Participation** - None
- 4) **Declarations of Interest** – None
- 5) **Minutes of [Main Council Meeting held on 5th Feb 2019](#)** were agreed and signed.
- 6) **WDBC Report** –
 - a) the recent full WDBC meeting was packed with public and press, and the proposals that WDBC invest in creating a retail Hub on the site of the Public Toilets; and development of a budget hotel in Tavistock were both defeated.
 - b) WDBC’s “Invest to Earn” Committee led by Cllr Neil Jory (cldr.neil.jory@westdevon.gov.uk) will go back to the Local Business Group to look at other ideas. **If parishioners have any suggestions to make please email them to the address above.**
 - c) Cllr Watts informed SCPC that 2 of the current investments in Okehampton are the Co-op site and carpark, and Waitrose car park.
 - d) Cllr Coleman reminded Cllr Watts that the Public Toilets WDBC are wishing to close were built on the site of the public Weighbridge and that the Heritage Weighbridge building was demolished to facilitate this. Again if members of the public have an opinion on the closure or re-development of the Public Toilet site please email Cllr Jory at the above address.
 - e) Cllr Coleman asked Cllr Watts to find out if the Garden Waste scheme is actually profitable and report back at the next meeting.
 - f) Cllr Samuel was not at the meeting as she was attending an Award ceremony in London at which WDBC had been nominated for an award for their actions during the “Beast from the East” Snow conditions.
 - g) Cllr Coleman also asked Cllr Watts if she could find out if it was possible for local parishes to hire the WDBC road sweeper to carry out additional road clearance where it was deemed necessary. Cllr Watts suggested that the Clerk contact NTTCC Clerk in the first instance, if not contact Helen Dobby – Head of Commercial Services (Helen.Dobby@swdevon.gov.uk)
 - h) Cllr Coleman asked Cllr Watts to convey SCPC thanks to WDBC and particularly Dilys Lord for their excellent contribution to the Superlinks meeting in December.
 - i) Re Item 7 d below – SCPC reiterated their request that WDBC Planning Portal facilitate the downloading of Planning Documents in one file, rather than numerous documents per each application.
- 7) **Planning** – to consider the following planning applications:-
 - a) **0249/19/PAT – Langmead Farm – Prior approval of telecoms** **Information only**

Planning Decisions –

 - b) **1902/18/FUL – Hatherton Farm – siting of Shepherds Hut – Conditional Approval**
 - c) **4048/18/ARC – Beer Farm – approval of Reserved conditions – Discharge of conditional approval**
 - d) **Paperless Planning Consultations from 1st April 2019** – implications for SCPC
- 8) **KS Fencing Furzedown Lane P3** = £ 3,264.
 - a) KS Fencing have instigated a Money Claim in the Small Claims court regarding the retained sum as indicated above.
 - b) Cllr Coleman, as Chairman of SCPC, will be responding to the Claim by the deadline date of 18th March. Cllrs are asked to read his draft response and email any further comments or their endorsement of Cllr Coleman’s response.
 - c) Quantity Surveyor – at the Feb Meeting it was agreed to appoint an Independent Quantity Surveyor to assess KS Fencing work against the Original SCPC Bid Form and Tender submitted by KS Fencing. The cost of this report was to be paid from P3 funds. The Clerk has since been informed by DCC that P3 funds cannot be used for this expense. It was therefore proposed at this meeting that the costs should be paid from general SCPC funds. The proposal was carried with 4 votes for and 2 against the proposal.
- 9) **Local Plan update** (Cllr Wilson) – circulated a Draft summary of the recent Survey. Cllr H Smith proposed that Cllr Wilson be thanked for all her time and effort involved in creating and evaluating the results. The 3 main concerns indicated by the responses are Traffic calming; Better Broadband and Communication and purchase of a Defibrillator. **Cllr Wilson is preparing a detailed presentation of all the results to be shown at the Spring Open Meeting on Tues May 14th**

10) **Local Resilience Plan** – update – [Snow Warden Training](#) at Village Hall – Sat March 16th 11am – **Cllr Wilson will be holding a brief up-date/Training Session for any parishioner who has already volunteered or would like to volunteer as a Snow Warden outside the Village Hall on Sat 16th March at 11am.**

Cllr Wilson is also booked on a Local Resilience Forum meeting at South Molten on June 13th.

11) **War Memorial - up-date** - Deferred until the next meeting. The Clerk and Cllr Wilson to collate a chronological time line of events and documents to aid Cllr Coleman's correspondence with the Architect.

12) **Finance** – the following payments were agreed and cheques signed.

i) Clerk salary & Expenses =	= £169.60	
ii) HMRC	= £ 42.40	
iii) Tracy Mombeyerara Toilets	= £ 62.64	(4 wks x 2hrs to 25.2.19)
iv) N Power DD	= £ 10.33	
v) Playground Inspection	= £108.00	
vi) Bourne Carpentry – additional Footpath work	= £277.20	
vii) M Wilson – Hand Snow Gritter	= £ 30.00	
viii) Total payments this month =	= £ 700.17	
ix) Uncleared cheques & transfers from last month =	= £1,730.40	
x) Balance (12vi + 12 vii)	= £ 2430.57	
xi) Income	= £ 25.00	(Seamoor Lotto)
xii) Current Balances = Reserve Account	= £ .22	(Statement 18.10.18)
xiii) Current Account (according to Statement)	= £ 18,561.93	(Statement 31.01.19)
xiv) Total Current Funds less agreed expenditure above	= £ 16,131.36	(12xiii – 12x) £15,995.52
xv) Faheys Concrete – stone Peacegate Lane	= £ 135.84	

13) **Finance – [Review of Ear marked Reserves.](#)** As it is near the end of the Financial Year the Clerk had prepared a Balance Sheet to show the total of Annual Expenditure (paid from the Precept); and likely totals for the Ear-Marked Reserves (which will be confirmed after Audit) and presented at the Open Meeting on 14th May

- Annual Expenditure is likely to be £1,000 above Income received from the Precept. It was agreed that although SCPC are keen not to burden parishioners with an unreasonable parish tax; it would also be irresponsible to reduce the Precept below the actual expenditure incurred. **This would be considered when the next precept is set in Jan 2020.**
- Clerk's Hours** – with regard to the item above, the Clerk asked that councillors re-consider their decision to increase the Clerk's hours from 20 – 25 hours per month from April 2019. Cllrs agreed that hours should be increased, but spending reviewed in 6 months time.
- Ear-marked Reserves** – predicted available funds were considered and some Earmarked Reserved Headings were amalgamated. Audited figures will be presented at the Open Meeting in May.

14) **Finance – Signatures for new Banking Mandate** – SCPC are still trying to establish a current list of authorised signatories with NatWest Bank and have been advised to complete new Online Mandates.

15) **Progress Reports** for information

- Footpaths – parishioners are reminded to pick up after their dogs when walking within the 30 mph speed limit areas in the parish and on the green lanes. Statutory Fine notices have been placed in selected locations where this is not being observed.**
- Footpaths up-date** – parishioners have remarked on the recent improvements to the Green lane from Bulland to Peacegate Cross, but would like SCPC to prioritise improvements to lane from Bulland Cross to Weirford Lane in the next financial year.
- [Oak Tree on footpath down from Village Hall.](#)** In November, emergency tree work was undertaken on behalf of SCPC to make safe a fallen tree limb on green lane just below the Village Hall. Some of the timber is still lying in the lane and creating an obstacle to vehicular access. It was discussed at this meeting, and the land owners have kindly agreed to clear this timber. **It was felt that tree safety on hedges bounding the local footpaths and green lanes should be the responsibility of the land owners, as is the responsibility for trimming these hedges during the allowed season of September to March.**
- OkeRail** – Meeting on March 7th. Report at the next meeting.
- [Playground Report – Actions highlighted by Annual Inspection.](#)** – a very comprehensive inspection was carried out in January and has pointed out various repairs needed, particularly on the Climbing Equipment. **Cllr Wilson suggested that SCPC organise a DIY SOS and ask parishioners to volunteer their time to help with these repairs. If you would like to offer your help, please let the council know.**
- [Grass Cutting contract for 2019.](#)** – The current contractor has submitted his tender for the coming year, and this was accepted.
- [Berrydown Plantation Public Access update.](#)** – Clerk still waiting for an update from the Forestry Commission re vehicular access on this site.
- Logs stored at Mr & Mrs Tucker's.** – A big **Thank You** to Mr & Mrs Tucker for storing the logs resulting from the felling of the Chestnut tree on the Village Green. These have now been collected and are kindly being stored by Cllr McIlwraith and family. **However, Cllr Coleman, does have some bags of logs for sale at £5 per bag** The proceeds from the sale of these logs will go towards Parish Projects identified in the Survey.
- [Eastern Links Meeting – 7th March – Endacott House Chagford](#)** - Unfortunately no councillors are able to make this meeting. Clerk to send apologies.
- Local Theft of Ducks at Sampford Chapple** – a parishioner reported the theft of 3 ducks from the back garden of a property in the Sampford Chapple area. They wanted to warn neighbours to be aware. SCPC ask parishioners to always be vigilant and if they see or hear anything suspicious please contact the police immediately.
- Update re Hatherleigh Market – New Development Planning Application – comments by 18th March.** If parishioners wish to make comments please go to the WDBC planning portal. SCPC reiterated their support and suggested they look into listing the Market as a Community Asset.

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

- i) Just Giving Page donations to date = £34
- ii) SeaMoor Lotto – to support SCPC projects – you can sign up for tickets at <https://www.seamoorlotto.co.uk/support/sampford-courtenav-parish-council> Funds raised to date £136.50

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

a) Prior Notice of Parish Council and Local Elections on May 2nd 2019. Anyone wishing to stand as a Parish Councillor (including current councillors) will need to fill out a nomination form before 4th April. Please contact the Clerk for more details.

18) 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.

19) Date of next meeting. To confirm the date of the next meeting which is scheduled for **Tues April 2nd** at 7.30pm at Sampford Courtenay Village Hall.

Signed

M. S Pratt

Marion Pratt

Clerk to Sampford Courtenay Parish Council Mar 2019

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 – 3 rd Sept – 4 th	May – 1 st AGM Oct – 9 th	Jun – 5 th Annual Parish Meeting 1 - Oct 23 rd	Jul – 3 rd Nov – 6 th	Aug – 7 th Dec – 4 th
2019	Jan – 1 st – No meeting in January.	Feb – 5 th	Mar – 5 th	Apr 2nd	May 7th

Eastern Links Meetings – 7st March – Endacott House, Chagford – 7.30pm
21st June – Sticklepath Village Hall – 7.30pm
13th Sept – TBA
15th Nov - TBA

Local Resilience Forum - 13th June – South Molten