

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

Minutes of meeting 1.10.19

- 1) **Present – Cllrs Michele Wilson, Mike Carpenter, Colin Coleman, Bob & Joy Tucker, John Friend, Janet Palmer & Sue Svedang and WDBC Cllr Lois Samuel**
 - 2) **Apologies** - None
 - 3) **Public Participation** a member of the public had raised the following issue with the Clerk
 - a) **Adult Gym Equipment on the Village Green** – councilors felt that this is certainly an idea that could be looked into when funds are available.
 - 4) **Declarations of Interest** – Cllr Friend declared an interest re Item 16 I below re new Laptop; and Cllr Coleman declared an interest re Item 9 c.
 - 5) **Minutes** of Main Council Meeting 3rd Sept 2019 were agreed and signed.
 - 6) **WDBC Report - Cllr Samuel reported on the following :-**
 - Cllr Samuel has been asked to join the Local Government Agency with regard to the “Communities and Safety Partnership” – she proposes to share information and ideas from this group with WDBC and local parishes.
 - WDBC have set targets for the Chief Executive, Sophie Hosking, to deliver in 3 areas – Customer Experience; Community, Place & Climate; and a Balanced Budget.
 - Sophie Hosking has also set up Senior Leadership Team consisting of 4 directors responsible for the following :-
 - Customer Service Delivery – Steve Mullineaux
 - Place and Enterprise – Chris Brook
 - Strategic Finance – Lisa Buckle
 - Governance & Assurance – Drew Powell
- Cllr Wilson asked if the Leadership team would come and give a presentation at an SCPC meeting or perhaps hold an Open Meeting themselves. Cllr Samuel would report back.
- Cllr Coleman asked that Cllr Samuel convey that he thought WDBC procedures have shown a great improvement since the merger with South Hams.
- Cllr Samuel said that WDBC Mid Term Financial Strategy are still looking at a gap of £1.2 million – they are looking at various means to bridge this gap including maximizing assets and an increase in Commercial Property Stock.
- Cllr Coleman then asked the following questions for Cllr Samuel to follow up and report back to SCPC :-
- Is the Chargeable Garden Waste Scheme making a profit?
 - What are the Commercial properties that WDBC own?
 - In light of SCPC discussion of its own precept could Cllr Samuel find out how many SC parishioners currently receive Council Tax Support Grants and also how many parishioners are in arrears with their council tax.
- 7) **Planning** – this month’s applications were purely for information only.
 - a) **2677/19/ARC – Willey Farm – Approval of Reserved Conditions FYI only**
 - b) **2713/19/AGR – Mr Dunn – Highridge Farm – Prior notification of steel agricultural building – FYI -**
 - c) **2863/19/PDM – Mr & Mrs Gavin – Trehill Farm – Prior approval for proposed change from agricultural building to dwelling house. - FYI**
 - d) **2992/19/PDM – Mr J Beer – Upper Barn, St Brelades – Prior approval for proposed change of use from agricultural building to dwelling house - FYI**

WDBC Planning Decisions:-

- e) **2383/19/FUL – Mr Hockridge – Reddaway Farm – Conversion and change of use from 2 traditional agricultural buildings to 3 dwellinghouses - Withdrawn**
 - f) **2713/19/AGR – Mr Dunn – Highridge Farm – Prior notification of steel agricultural building – Ag determination details not required.**
- 8) **KS Fencing Furzedown Lane P3** - Cllr Coleman reported that he is still awaiting a date for the Court Mediation. Cllr Wilson informed the meeting that she has briefed Cllr Carpenter to support Cllr Coleman should the Mediation take place while she is on holiday.
- 9) **Local Plan update** (Cllr Wilson) – [Sampford Courtenay Priorities 2019-20](#)
- a) **Parish Priorities Action Plan** – Cllr Wilson suggested that the Snow Plan be reviewed before the onset of real bad weather; she also needs to check that volunteers are still prepared to act as members of Crisis Team before their details are published in the Resilience Plan. Devon Communities Together suggested there could be funding/support to obtain mobile radios for use by Crisis Team and Cllr Coleman suggested parishioners be reminded that it is a good idea to have a non-wireless phone that plugs directly into BT socket which will still be operational in times of a Power Cut.
 - b) **Road Safety Action Plan** – Cllr Wilson has submitted SCPC plan to the Road Safety Officer who is going to report back on which actions are feasible and/or legal. This will then form the basis of a site visit to decide on the way to progress.
 - A parishioner at The Beeches is also privately submitting a petition re the speeding issue on the Crediton Road to DCC together with Cllr James McInness on 3rd Oct.
 - Cllr Carpenter also reported that some parishes are using Speed signs with a green border, which are advisory not compulsory, as a means of helping to control speed.
 - c) **Mobile Communication Consultation** – Cllr Carpenter reported that there has been sufficient parishioners sign up with Airband, so that they will provide Broadband installation and contract free of charge at the Village Hall. Several parishioners who signed up at the meeting are still awaiting their assessment visit by Airband. Cllr Carpenter will follow this up and report back.

10) Local Resilience Plan – update – (Cllr Wilson) –

[30 Days 30 Ways Campaign for September – self preparedness competition.](#) Parishioners are reminded that a summary of this campaign is available on the website and all advice is relevant and helpful with the onset of winter approaching.

Cllr Coleman asked that all councilors set a good example to parishioners by making sure they make themselves familiar with the advice given.

11) War Memorial - up-date - (Cllr Coleman) – Nothing to report

12) Nat West Bank compensation - Cllr Coleman had today received notice that an ex gratia payment of £2,500 had been paid by NatWest into the Reserve Account of SCPC.

13) Finance the following payments and transfers were agreed and cheques signed

i) Clerk salary & Expenses =	= £ 214,40	
ii) HMRC	= £ 50.60	
iii) Tracy Mombeyerara Toilets	= £ 85.00 (4 wks x 2 hrs)	
iv) N Power DD	= £ 9.48 (DD 17.9.19)	
v) The Cider VAT (duplicate cheque)	= £54.00-	
vi) Wine Tasting – Michele Wilson	= £383.00	
vii) Wine Tasting – Village Hall	= £215.00	
viii) Gold Coast Media Web Hosting	= £156.00 (15.7.19 – 14.7.20)	
ix) Total payments this month =	= £1167.48	
x) Current Balances = Reserve Account	= £ 16,174.92 (Statement 24.9.19)	
xi) Current Account – (less expenditure above)	= £5,222.08 (Statement 24.9.19))	
xii) INCOME	= £50.00	- Extra Flower Show
	= £ 9.47	Wayleave
	= £20.00	= Seamoor Lotto
	= £437.68	= VAT Refund
	= £2,747.00	= 2 nd Precept payment
	= £ 860.00	= Wine Tasting Evening
TOTAL INCOME	= £4124.15	

xiii) Transfer from Reserve Account to Current Account = £204.36 (This will make Reserve A/c = Earmarked Reserves to date)

xiv) [Monthly Expenditure v Budget Monitoring](#)

14) 6 month review of Budget and Finances and proposals for next year's precept

After consulting with Internal Auditor and DALC, Cllr Wilson presented a detailed break down and Helicopter View of SCPC current financial position and projected position at the end of year Mar 2020 and the following year Mar 2021.

Cllr Coleman complimented Cllr Wilson for compiling this detailed report and Cllr Samuel added that it showed good due process.

Cllr Wilson explained that she wanted councilors to discuss and reach an agreed proposal to present with reasonable explanation to parishioners at the Open Meeting on 29th OCT.

1. Cllr Wilson's first proposal was "That the precept will be increased" – this was seconded by Cllr M Carpenter and Joy Tucker. This proposal was passed unanimously.
2. Cllr Wilson's second proposal was "That the precept be increased to cover the full projected revenue costs for 2020/21" this was seconded by Cllr Bob Tucker.
3. Cllr Coleman requested that the vote on this second proposal should be a nominated vote. A nominated vote was duly carried out with Cllrs Bob and Joy Tucker, Mike Carpenter, Michele Wilson, Janet Palmer & Sue Svedang voting for the proposal and Cllrs Colin Coleman & John Friend voting against the proposal. The proposal was carried 6 : 2
4. Cllr Coleman asked that if he and Cllr Friend could find suitable ways of reducing the increase in the precept, SCPC would consider them. Cllr Joy Tucker asked that any such suggestions should be passed by the Auditor before putting before the parishioners at the Open Meeting.
5. Cllr Joy Tucker also reminded the meeting that at a previous Open Meeting parishioners voted against obtaining a loan to balance SCPC expenditure.
6. Cllr Wilson reiterated that while SCPC has managed to build up good Ear Marked Reserves over the past 8 years, increases in wage rates and inflation while reducing the Precept would have resulted in a deficit in Mar 2020 if Cllr Coleman had not been successful in obtaining the one off ex gratia payment of £2,500 from NatWest. She also explained that the only alternative to an increase in the precept would be to cut services already provided by SCPC eg Closure of the Public Toilets.
7. Cllr Coleman then proposed that he could get an independent company to take over the Public Toilets and relieve SCPC from this expense. It was agreed that if he could come up with a proposal it would be considered by SCPC after taking legal and financial advice.

15) Progress Reports for information

- a) **SCPC Open Meeting – Tues 29th Oct** - parishioners will shortly receive a Chair's letter detailing the Agenda for the Open Meeting, but SCPC will be giving a progress report on the Parish Plan; WDBC will be explaining the new Recycling Scheme, Village Hall will give an update of their current position and plans; and reasons for increase in Precept will be explained. Plus during a refreshment break you will be able to chat to various councilors & representatives about the following:-
 - o Recycling & Climate Emergency
 - o Parish Road Safety Plan
 - o Parish Communications – sign up for news direct to your email
 - o War Memorial & VE Celebrations
 - o Sign Up sheet for Volunteers for Autumn Parish Clean Up
- b) **Funding Your Community initiatives course** – Cllr Wilson reported that this was very informative with a lot of advice on how to gather evidence as a whole parish to use when applying for any grant. She will prepare a paper to present to other parish groups.
- c) **Standards & Governance Training** – Cllr Wilson and Clerk attended this training which while refreshing rules of Standards and Governance (which SCPC seems to be fully compliant) also emphasized the Benefits and Pitfalls of Social Media. SCPC will need to take advice on their Facebook page and possibly set it up as a stand-alone business page. However, councilors were reminded that any posts on their private social media could be legally/morally considered as a post as a councillor.
- d) **Eastern Link Meeting** – Cllr Wilson and Joy Tucker reported that it had been a useful meeting. Cllr Wilson is keen to invite Dave Sexton to come and explain the Home Improvement Grants that are available for parishioners.
- e) **Website Contract** – Clerk to check for original contract to check that we are still getting a good service.
- f) **Fundraising Ideas** –
 - **Wine Tasting Evening – £522 Profit split between Village Hall & Defibrillator Fund** – a big Thank you to Cllr Wilson and team for a very successful evening.

- **“Christmas Cheer” Afternoon – Sat Dec 14th** - keep an eye on the posters and websites for more details and put the date in your diary.
 - **VE Day Celebrations – “Hummingbirds” Trio – cost £350 split between VH, PCC & SCPC** – plans are well underway. More details on the Website. It was agreed that SCPC would pay 1/3rd of cost of “Hummingbird” group.
- e) **BT Phone Boxes** – Cllr Wilson still liaising with BT to obtain paint to refurbish kiosks at Sampford Chapple and The Square. The kiosk at Sampford Station is due to be removed. Cllr Wilson also liaising to see if any good furniture/fittings from this kiosk can be used to refurbish remaining 2 kiosks. Cllr Palmer volunteered to give kiosk at Sampford Chapple a Spring Clean, and Cllr Carpenter agreed to assess repairs needed to fence at Sampford Chapple.
- f) **Fingerpost repairs** – Andy Wilson has prepared a report which Clerk will forward to DCC Highways.
- g) **Footpaths up-date** – None
- h) **OkeRail** – 10th Sept meeting was postponed until 17th Oct. Cllr Palmer reported that feedback from the Special Train on 14th Sept was good.
- i) **Playground Report** – Cllr M Carpenter – only issue was overhanging brambles and rose from neighbouring property. Clerk to email owners for permission to trim.
- j) **Village Hall Meeting feedback** – None

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

- i) **Consideration of Quotes for SCPC laptop** – the Clerk had obtained quotes from 4 suppliers. It was agreed to accept the Quote from The Technology Shop – Crediton. Clerk to arrange and also to thank others for their quotation.
- ii) **Grant Application from ODCGTG** – In the light of the budget discussion at Item 14 it was proposed by Cllr Coleman that any decision on a donation to this charity be deferred until March 2020
- iii) **Grant Application from Citizens Advice Bureau** – see Item 16 ii above.
- iv) **Donation to British Legion for Wreath** – as per items above it was proposed that this year’s donation be reduced from £100 to £50.
- v) **Notification from WDBC of charge of £65.77 Election Costs**
- vi) **Dog Fouling posters** – Cllr Palmer has designed a Poster to remind parishioners and visitors to pick up after their dogs. Look out on the Noticeboards. If there is a particular problem with dog mess near you, please contact Clerk for copy of the poster.
- vii) **New Councillors Course – South Tawton – 14th Oct – Cllrs Palmer, Carpenter & Svedang attending.**
- viii) **Highways Conferenee – Merton – 15th Oct – Cllrs Palmer & J Tucker attending.**
- ix) **Devon Community Resillience Forum – Rattery – 27th Nov – Cllr Wilson attending.**
- x) **Just Giving Page donations to date = £94 - Need to close the page down and transfer to Earmarked reserves**
- xi) **SeaMoor Lotto – to support SCPC projects – you can sign up for tickets at <https://www.seamoortalto.co.uk/support/sampford-courtenay-parish-council> Funds raised to date £271.50**

Venue	Date
Diving for Pearls – Village Hall	Saturday 12 th October 7.30pm
Jesus Christ Superstar – NT Church	17 th -19 th October 7.30 pm
SCPC Open Meeting	Tues 29 th Oct – 7.30pm
Quiz & Puddings – Village Hall	Fri 8 th Nov – 7.30 pm
Remembrance Sunday – St Andrew’s Church	Sun 10 th Nov – 9.30 am
Remembrance Day – War Memorial in the Square	Mon 11 th Nov – 10.45 am
Christmas Bingo – Village Hall	Wed 13 th Nov – 7.00pm for 7.30pm
Choral Evensong – St Andrew’s Church	Sun 17 th Nov – 6.30 pm

1940's Dancing Classes – Village Hall	Fri 22 nd Nov – 7.30 pm – 9 pm
Honeychurch Fundraising Quiz – Village Hall	Fri 29 th Nov – 7.30 pm
Christingle Service – St Andrew's Church	Sun 1 st Dec – 9.30 am
Christmas Cheer – Village Hall – Come and meet Santa	Sat 14 th Dec – 4pm – 7pm

19) **Councillors' reports and items for future agenda.** Cllr Friend wished to warn parishioners of current Telephone Scam purporting to be from HMRC

20) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for **Tues 29th Oct Open Meeting 7.30pm** at Sampford Courtenay Village Hall. **No Parish meeting will be held in November 2019.**

Signed Marion Pratt Clerk to Sampford Courtenay Parish Council Oct 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)

2019	Jan – 1 st – No meeting in January.	Feb – 5th	Mar – 5th	Apr 2nd	May 7th
June 4th	July 2nd	Aug 6th	Sept 3rd	Oct 1st	Oct 29th
Dec 3rd		Jan 7th	Feb 4th	Mar 3rd	April 7th

