

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 7th Jan 2020**
at Sampford Courtenay Village Hall.

Agenda for the Meeting.

- 1) **Present Cllrs Michele Wilson, Mike Carpenter, Janet Palmer, Sue Svedang, Colin Coleman, John Friend, Bob & Joy Tucker + 2 members of the public**

Chair, Michele Wilson, welcomed everyone and wished everyone a Happy New Year and also expressed thanks to all those who organised the Annual New Year's Eve gathering in the Square, with the bell ringers ringing out the Old Year and ringing in the New Year followed by the gathered crowds singing Auld Lang Syne. A joyous celebration for all who attended. Cllr Wilson will issue a Certificate of Thanks to be published on the Website and Facebook.

- 2) **Apologies** - were received from WDBC Cllr Lois Samuel for personal reasons.

- 3) **Public Participation** – a parishioner raised matters concerning Item 7b below in that WDBC had failed to carry out due process in publicising/and notifying immediate neighbours of this particular planning application. However, on bringing this to the attention of Chair Michele Wilson, who contacted WDBC planning, the mistake was noted and a new notice of planning has been issued extending the consultation period to the 6th Feb. The parishioner expressed her thanks to Cllr Wilson for acting so promptly and effectively.

Cllr Wilson – suggested that in future, the Clerk will publish notifications of any Planning Applications in the parish, on the Facebook page and on the parish Website. Parishioners could also be emailed details of Planning Applications by signing up to receive emails on the Parish Website.

Cllr Wilson – will also add “Correct publication of Planning Application” to our Planning Check List so that SCPC can accurately monitor WDBC planning process.

- 4) **Declarations of Interest** – None
- 5) **Minutes of Main Meeting held on Dec 3rd 2019** were agreed and signed.
- 6) **WDBC Report** - None
- 7) **Planning** – to consider the following planning applications:

- a) **4131/19/PDM – Barn at Gillmore, Sampford Courtenay - Mr P Allin – Prior approval for proposed change of use from Agricultural building to dwelling house.**

Mr Allin gave a short presentation explaining the reason and details of his application. SCPC unanimously **SUPPORTED** this application of an economically active resident of the parish

- b) **3779/19/OPA – 3 Part Shores Cottages – Mr C Ash Miles – Outline application with some matters reserved for new dwelling at former builder's yard.**

See Item 3 above – this Planning Application is now deferred to the SCPC meeting on Tues 4th Feb 2020.

WDBC Planning Decisions:- None

8) Local Plan update (Cllr Wilson) – [Sampford Courtenay Priorities 2019-20](#)

- a) <http://www.sampfordcourtenay-pc.gov.uk/scpc-parish-plan> **Parish Priorities Action Plan**
The up-dated Plan for Jan is available to download from the Parish Web site. Cllr Wilson reported that sufficient funds have been achieved to arrange to lease a Defibrillator for 4 years. A site meeting has been held with supplier and suggested site is next to Noticeboard in the Square. Cllr Wilson is progressing this and hopes that Defibrillator will be installed within 6 weeks after it has been ordered.
- b) **Road Safety Action Plan** – Cllr Wilson, the Clerk and John Palmer met with 2 gentlemen from DCC Highways re the “Doing what Matters” initiative. Cllr Wilson thanked councilors who had contributed photographic evidence and road condition reports to hand on to Highways Dept. A full and frank discussion took place, and DCC representatives agreed to take all SCPC concerns about excessive speed areas in the parish back to DCC and bring up at a SCARF meeting early this year. (Speed Compliance Action Review Forum) + making notes of road maintenance issues to present as data for their “Doing What Matters” program.
- c) **Mobile Communication Consultation** – Cllr Carpenter – is chasing Airband in relation to their lack of urgency in contacting prospective customers in the parish to arrange a survey. Plus he is concerned that coverage promises made at the Airband Meeting may not be accurate. Cllr Carpenter will follow up the suggestion that a mast on the Church Tower could help to cover some of the areas in the parish unable to get line of sight currently. Cllr Wilson agreed to write to Airband officially as Chair, with our concerns.
- Cllr Coleman** – reported that SWMB (South West Mobile Broadband) currently have offers for up-grading Broadband.

[Better Broadband Scheme](#)

On 20 March 2020 Ofcom will launch the broadband universal service obligation to be delivered by BT and KCOM. Further details are available [here](#):

<https://www.ofcom.org.uk/phones-telecoms-and-internet/advice-for-consumers/broadband-usage-need-to-know>

A **Comparison cost sheet** <http://www.sampfordcourtenay-pc.gov.uk/news> is available on the Website for you to try and check which is the most cost effective option for your own Broadband and Telephone contracts.

- 9) **War Memorial** – Cllr Coleman – nothing to update. Deferred until funds are available for remedial action to plaque.
- 10) **VE Celebrations** – 8th -10th May 2020 – plans are continuing. The working committee would still like you to sort out any old photos and memorabilia of war time Sampford Courtenay, and it is still not too late to volunteer to sing a song, tell a joke etc at the Variety Show on Friday 8th May.
- 11) **Christmas Cheer** – **Profit of £282.00 will go towards funding expenses incurred for VE Day weekend. Thank you to everyone who came and supported us.** Councilors felt that this could be the start of an annual Sampford Courtenay Christmas Tradition. Although taking place a week after the Church’s Annual Christmas Bazaar – it was felt that the target audience for both events were totally different and would not detract from each other. It was suggested that earlier publicity, particularly to local schools and families, should go out next year.
- 12) **Murder Mystery** – **Fri 21st Feb 2020 – Tickets £7.50** – Cllr Wilson and the Clerk are planning a Murder Mystery Evening with Buffet at the Village Hall on 21st Feb. If you would like to volunteer to be one of the “suspects” please let us know. Either way, please ring 01837 82285 to book tickets as they

will be limited. Profits from this and the Christmas Cheer will go towards purchasing Recyclable Commemorative Mugs for the VE Day Weekend.

13) Finance – following payments were agreed and cheques signed.

- i) Clerk salary & Expenses = £214.40
- ii) HMRC = £ 50.60
- iii) Tracy Mombeyerara Toilets = £ 82.50 (5 wks x 2 hrs - 30.12.19)
- iv) N Power DD = £ 13.82 17.12.19
- v) South Tawton Parish Council = £ 51.63 Training
- vi) **Court order to pay KS Fencing Expert fee = £ 348.90**
- vii) **Total payments this month = £ 761.85**
- viii) Current Balances = Reserve Account = £ £12,612.75 (Calculated)
- ix) Current Account – (less expenditure above & Tfhrs) = **£ 4480.07** (Statement 31.12.19)
- x) **INCOME £ 282 - Christmas Cheer**

- xi) Transfer from Reserve Account to Current Account = **£2,579.55** (This will make Reserve A/c = Earmarked Reserves to date)

- xii) Monthly Expenditure v Budget Monitoring

14) Setting of the Precept – form must be returned by 31st Jan 2020

Decision made by the Chairman SCPC to remove from the agenda item 14 a(ii) proposal for alternative budget by Cllr Coleman. The rationale being that the proposed budget had not been circulated with sufficient details, explanation/rationale, or sufficient time to allow Councillors to read, review and scrutinise prior to the meeting. Decision and Full rationale was read at the meeting.

Cllr Coleman wished it minuted that he was content with this decision and asked that Cllr Wilson's Rationale Statement be circulated to councilors with the Minutes of the meeting.

a) Agree the budget and setting of precept for 2020/21 Decision and Rationale

- i) Cllr M Wilson proposal = **£9,996**
- ii) Cllr Coleman proposal = **£5,769**—As per decision above this item was struck from Agenda
- iii) **Proposal by Cllr Coleman “Sampford Courtenay Parish Council observes the guidance of the Secretary of State and takes all available steps to mitigate the need for council tax increases, including the use of reserves. Specifically that Fellow Councillors act responsibly and demonstrate restraint and that the Parish Precept is set below 5.0%.”**

Cllr Friend stated that he would like to Second the above Proposal in principle, but felt that SCPC councilors would have to decide if this was feasible to cover the committed expenditure for 2020/21 as identified by Cllr Wilson and the Responsible Financial Officer.

A vote was taken on the proposal – 1 For; 6 Against and 1 Abstention. The Proposal was defeated.

Item 14 a i) was now put to the vote as per Cllr Wilson's circulated Budget/Precept Calculation Documents.

Those in Favour of Proposal = 6 Against = 1 and Abstained = 1

The Proposal was carried and the Precept for 2020/21 will be set at £9,996.

(Full details of these Calculations and Rationale can be found on the Website)

15) Progress Reports for information

- a) **BT Phone Boxes** – Cllr Wilson is in negotiation with BT Estates and WDBC to have the kiosk at Sampford Station (which SCPC had agreed should be removed), repositioned at Sampford Chapple to replace the kiosk that has been removed by BT in error. Cllr Coleman asked if Cllr Wilson could try and ensure that any costs in moving the kiosk should fall on BT and not SCPC.

With regard to re-painting the kiosk in the Square, the Conservation Officer has advised that as long as the correct BT paint is used there will be no issue.

- b) **Fingerpost repairs** – the broken finger posts were collected by DCC Highways after the meeting in December and we are awaiting their re-positioning. Cllr Wilson will chase this issue to report at next meeting.
- c) **Footpaths up-date** – Cllr Carpenter has spoken to local contractors re drainage issues identified by Cllr Coleman at the end of the December meeting and is waiting for them to get back to him.
- d) **OkeRail** – Cllr Friend reported that the next meeting is scheduled for Thurs 9th Jan.
- e) **Playground Report** – Cllr M Carpenter – No issues expect that the hedgerow from neighbouring property of Ridgeway, although having been trimmed, still overhangs and encroaches on cobbled path.
- f) **Pocket Parks Grant Application** – Cllr Wilson has made an application for funds, supported by SCPC, which if successful will go towards improvements to the Village Green facilities. These could include additional seating; Adult Gym equipment for a Friends Fitness Club, fencing of the children's play area, re-instatement of the Wild Life Garden and planting of a "Peace" Tree for VE Day celebrations.
- g) **Climate Emergency** – Cllr Joy Tucker gave the following report:-
- **Eco Aware Coffee Morning** – Okehampton Sat 18th Jan – 9am – 12pm – Charter Hall
 - **Public Consultation Survey** – until 16th Jan – there is a link on Website and Facebook <http://www.sampfordcourtenay-pc.gov.uk/news>
 - **Cllr Tucker has asked if SCPC can have a copy of Data obtained from this survey to inform our own Climate Emergency Policy.**
 - **Mike Davis and Drew Powell have also offered to come and talk on these important issues. It was suggested they be invited to the March Open Meeting.**
 - **Christmas Tree Recycling** – it was also suggested that next year we arrange for a suitable collection point for dropping off your Christmas Trees and Cllr Wilson has volunteered to take them in one trip to the Recycling centre rather than individual cars.
- h) **Agree terms of reference for review of Shoalgate Lane Tendering process -as agreed at the meeting held 15/01/19 a full review of the process will take place.**

The aims of the review is to :-

1. identify best practice,
2. identify areas to seek advice
3. prepare a working best practice for future tender process

The review will cover :-

Tender Process

- 1. Review the process used to -**
 - i) prepare the request for tender document**
 - ii) review of submitted tenders and selection of Contractor**
 - iii) assess effectiveness of communication with selected Contractor**

Legal process

- 2. Review of case**
 - i) preparation of evidence for response to complaint**
 - ii) management of the legal processes**

Cllr Mike Carpenter as one of the Footpath leads for SCPC will lead on the review and report back to the Council with recommendations.

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

- i) Eco Aware Coffee Morning – Okehampton Sat 18th Jan – 9am – 12pm**
- ii) Nominations for Queen's Garden Party on Wed 27th May 2020** – it was agreed that SCPC would like to nominate Cllr Wilson and Andy Wilson.
- iii) SeaMoor Lotto – to support SCPC projects – you can sign up for tickets at <https://www.seamoorlotto.co.uk/support/sampford-courtenay-parish-council> Funds raised to date £361.50**

17) Upcoming Events –

Venue	Date
Plough Sunday – St Andrew's Church	12 th Jan – 9.30 am
VE Day Meeting – Higher Town	Tues 21 st Jan – 3pm
1940's Dance Class – Village Hall	Fri 24 th Jan – 7.30pm
Murder Mystery & Buffet – Village Hall	Fri 21 st Feb – 7.30pm
1940's Dance Class – Village Hall	Fri 28 th Feb – 7.30 pm

18) Councillors' reports and items for future agenda.

- i) Cllr Coleman reported on a serious dog attack on a parishioner, just before Christmas. Cllr Wilson is going to follow up and check if this issue has been correctly reported to the Police, as it is not a matter that SCPC can legally deal with apart from warning parishioners of possible danger of other attacks.**
- ii) Cllr Palmer reported incidents of buses refusing to stop for passengers at Sampford Chapple, or dropping them in dangerous areas further along the road. Cllr Wilson will take this matter up with the Bus Company.**

19) Date of next meeting. To confirm the date of the next meeting which is scheduled for Tues Feb 4th 2020 Open Meeting 7.30pm at Sampford Courtenay Village Hall.

Signed *M. S Pratt*

Marion Pratt Clerk to Sampford Courtenay Parish Council Jan 2020

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)

2020	Jan 7th	Feb 4th	Mar 3rd	Mar 31 st Open Meeting	April 7 th - No Meeting Easter
May 5 th AGM	June 2nd	July 7th	Aug 4th	Sept 1st	Oct 6 th
Oct 27 th Open Meeting	Nov 3 rd No Meeting	Dec 1st	Dec 12 th Christmas Cheer	2021	Jan 5th

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