

**Sampford Courtenay Parish Council**  
**MINUTES OF SAMPFORD COURTENAY PARISH MEETING**

[www.sampfordcourtenay-pc.gov.uk](http://www.sampfordcourtenay-pc.gov.uk)

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

**Tuesday 3rd Mar 2020** at Sampford Courtenay Village Hall.

- 1) **Present Cllrs M Wilson, M Carpenter, J. Friend & C. Coleman & 2 members of the public**
- 2) **Apologies** - Cllrs Bob & Joy Tucker, Sue Svedang & Janet Palmer & WDBC Cllr Lois Samuel
- 3) **Public Participation** - None
- 4) **Declarations of Interest** – None
- 5) **Minutes of Main Meeting held on Feb 4th 2020** were agreed and signed.
- 6) **WDBC Report** - verbal report via the Chair that WDBC are currently busy considering a policy to deal with an outbreak of Coronavirus in West Devon and will publish their policy shortly.
  - **Housing Development on Crediton Road outskirts of Okehampton** – Cllr Coleman commented that although he has always been critical of the way WDBC dealt with this development in small batches rather than as a whole – thus avoiding the legislation to conduct an Environmental Assessment; now that the development can be viewed in its entirety – Cllr Coleman wished it noted that he feels it is looking much improved. Although it could still benefit from some screening of the dwellings on the approach to Okehampton from Crediton direction.
- 7) **Planning** – to consider the following planning applications:
  - a) **4058/19/FUL – Mr & Mrs Jones – Land near Apple Cottage – EX20 1SG – Erection of 2 stables, 1 haystore, 1 tack room/feed room, double feed shelter. Creation of hard standing, erection of gate posts & fencing. 19.3.20**
    - Mr & Mrs Jones & Wilf were present at the meeting to explain the application which was unanimously SUPPORTED by SCPC.
  - b) **0460/20/PDM – Mr & Mrs Taylor – Station Farm – Change Agricultural building to 2 dwellings.**

**Information only**

    - Although this was an “Information only” application – Cllr Coleman wished it noted that there should be a full Asbestos survey conducted before any demolition and re-building takes place.
  - c) **0442/20/ARC – Mr Charles Rowley – Solland Barn – Approval of Details reserved by conditions re 0364/16/VAR**

**Information only**

**WDBC Planning Decisions:-** None

- 8) **Local Plan update** (Cllr Wilson) – [Sampford Courtenay Priorities 2020 -21](#)
  - a) **Parish Priorities Action Plan** – Cllr Wilson asked Cllr Carpenter if any funding was needed to progress Airband Mast on Church Tower. Cllr Carpenter said that it should be self financing. PCC will need to agree rental fee in negotiation with Airband.

- To meet the Priority set in the plan in May 2019 re support for Okehampton & District Community Transport – it was agreed to send a cheque for £50 in support of this group and try and organize another Parish outing with them in the Spring to continue to support their services.
- b) Road Safety Action Plan** – Cllr Wilson has received some of the results from the speed detection devices placed on the B3215 & A3072 roads. The results will need to be analysed and submitted to the SCARF meeting – but it looks unlikely that the speeds recorded will add any positive evidence for our call for reduced Speed Limits in the parish. Cllr Wilson will send copies of the data to all councilors.
- **Cllr Wilson** – will also made contact with the Road Safety Officer at DCC to discuss options following the response from Community Speed Watch that the locations we have suggested to carry out a speed check would not be supported by the CSW group.
- c) Mobile Communication Consultation** – Cllr Carpenter – see item 8 a above. Cllr Carpenter will also look into recent correspondence re grants for establishing a Community Hub for businesses in the parish.

**9) VE Celebrations – 8<sup>th</sup> -10<sup>th</sup> May 2020 – up-date- Commemorative Mugs** – have now been agreed and will be available to purchase/reserve at the Big Breakfast and other events between now and the celebrations in May. If parishioners would like to order one as a souvenir, they cost £2 each and are available from the Clerk.

**10) Murder Mystery** – a big Thank You to everyone who attended this event. It seemed to have been enjoyed by all who attended with requests for a repeat later in the year. The balance sheet can be viewed on the Website – but a profit of £449.61 was made + £148.75 stock to carry forward to VE Celebrations.

**11) Nominated Votes** – Cllr Coleman would like to propose, following a request from a parishioner, that all votes at future SCPC meetings should be named votes and recorded in the minutes.

- **Cllr Wilson** is awaiting advice from DALC re this matter – so it has been deferred to the next full meeting.

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

i) Clerk salary & Expenses =	= £ 214.40	
ii) HMRC	= £ 50.60	
iii) Tracy Mombeyerara Toilets	= £ 74.00	(4 wks x 2 hrs - 24.2..20)
iv) N Power DD	= £ 10.19	17.2.20
v) Bow and Arrow Magazine VE Day	= £ 10.00	
vi) Parish on Line Licence	= £ 36.00	
vii) Murder Mystery Expenses	= £ 368.00	
viii) Chair's letter printing	= £ 58.00	
ix) <b>Total payments this month =</b>	<b>= £ 821.19</b>	

x) Current Balances = Reserve Account = £ 12,620.74 (Statement 17.1.20 )

xi) Current Account – (less expenditure above & Tfrs) = £3485.49 (Calculated)

xii) **INCOME - £800 – Locality Grant; £827.35 – Murder Mystery £10 – Log Sales**

xiii) Transfer to Reserve Account from Current Account = **£1,462.83** (This will make Reserve A/c = Earmarked Reserves to date)

xiv) Playground Inspection = £108.00

xv) Monthly Expenditure v Budget Monitoring

- **Logs for sale** – Cllr Coleman reported that there are still logs for sale for £5 a bag

### 13) Progress Reports for information

- a) **Table top Resilience Plan workshop Sat 4<sup>th</sup> April – 10am – 2pm**– Parishioners are invited to attend this workshop to consider how SCPC and parishioners as a whole, would react to a parish emergency such as Coronavirus or Flooding.
- b) **Purchase of Projector and Pop up Screen** – quotes circulated by Cllr Wilson. It was agreed that Cllr Wilson order a screen and projector as per quotes circulated. Additional funds to be used from the Resilience Fund. Cllr Coleman asked Cllr Wilson to check that the new equipment would be DDA compliant.
- c) **Open Meeting Tues 31<sup>st</sup> Mar – Speakers Mike Davies and Tony Leech (Mayor of West Devon)** – Cllr Coleman reported that he had had a conversation with Tony Leech who advised him that Mike Davies would not now be attending our Open Meeting; also that Tony Leech was concerned that he was not a Climate Emergency Expert. Cllr Wilson explained that the original intention was that the Speakers would come and explain the WDBC Climate Emergency Policy, so that SCPC could adopt/adapt our own policy on a similar vein. It was suggested that Cllr Joy Tucker re contact both speakers re their contribution to the Open Meeting.
- d) **Parish Spring Clean – Sat April 18<sup>th</sup>** – there will be a sign up sheet at the Big Breakfast – or contact the Clerk if you would like to come and do your part in helping to keep the parish looking clean, tidy and welcoming.
- e) **P3 Forms – Deadline 17<sup>th</sup> Feb** – Complete and for consideration by DCC
- f) **Defibrillator – up date** – Cllr Wilson – is just waiting for SEEC to confirm they will supply a trickle feed of electricity and then it will be fitted to the lamppost in the Village Square.
- g) **BT Phone Boxes – up date** – Cllr Wilson has written a thorough report to all agencies concerned with the siting/removal of the BT phone box at Sampford Chapple. At the time of the meeting she was still awaiting any response.
- H) Fingerpost repairs – update** – Cllr Wilson – DCC have collected the missing sign posts. We are still waiting for them to be re-fitted.
- I) Footpaths up-date** – Footpath Bulland Cross to Peacegate Cross – additional stone laying etc – Cllr Coleman had been approached by a parishioner as to whether anything could be done to alleviate the big puddle on this lane. Cllr Carpenter will contact the contractor for a quote and assess if SCPC has sufficient funding or whether it will have to wait until we know if we will get any P3 money this year.
- J) Trees – Langdale Cross to Village Hall** – Andy Wilson & Cllr Carpenter have cleared branches that fell in recent storms blocking this pathway.
- K) Remedial Work – War Memorial** – Cllr Coleman produced a written report re his proposals for the remedial work necessary on the War Memorial – his proposal re obtaining a Public Works Board Loan is yet to be considered by full council.
- **Plaque** – he proposes that this will have to be completely recast. It was suggested that once all corrections to the plaque have been agreed by SCPC, it should be sent to the War Graves Commission for a final accuracy check before a new casting is commissioned.
- **War Memorial Surround** – it was agreed that Cllr Coleman goes back to the Conservation Architect, Jeremy Chadburn, and ask him to resubmit a design for a surround around the base of the memorial that could be used for planting or placing poppies. Cllr Coleman to re-iterate SCPC position at the time of the dedication of the War Memorial that any remedial work should be at least partly covered by the architect's Professional Indemnity Insurance. **Cllr Coleman** – to report back to next meeting re his discussion with the architect.

**L) Playground Report** – Cllr M Carpenter will contact neighbouring property regarding fallen fence panel.

**M) Annual Playground Inspection** – Report circulated to Councillors – only minor repairs required which will be arranged by Cllr Carpenter and a working party.

**N) Pocket Parks Grant Application** – the funders had to turn down a large number of good quality applications. A total of 68 awards (18%) were granted out of 373 applications. Further review will take place of further funding opportunities to establish some or all of the proposed enhancements during 2020/21.

**O) Climate Emergency Plan -up date** – Cllr J Tucker – deferred to Open Meeting.

**P) Community Interest Company – Progress Report** – Cllr Coleman presented a written report on his proposal to set up a CIC. If you are interested in finding out more about this enterprise please contact Cllr Coleman direct.

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

- i) Website Accessibility Statement – deadline 23<sup>rd</sup> Sept 2020** – the council is working with the Website provider to ensure SCPC website complies to the new regulations.
- ii) .gov.uk email addresses linked to the Website.** Similarly the Clerk and Website Admin are working to get these email addresses operational
- iii) Drainage Maintenance Responsibilities** – a fact sheet for landowners is available on the website to show responsibilities for local drainage and hedging.
- iv) Painting Public Toilets Gate** - Cllr Carpenter to check and retrieve paint so that Toilet gates can be painted.
- v) N Power is now part of the EON group** – SCPC contract ends 14.3.2021
- vi) Broadwoodkelly – 2p collection for Air Ambulance.** - Anyone with 2ps to spare? Please pass them on to Broadwoodkelly for the Air Ambulance.
- vii) National Living Wage – 1<sup>st</sup> April 2020 = £8.72 (we currently pay £8.25)** It was agreed that the hourly rate for the Toilet Cleaner should be increased to £8.72 from 1<sup>st</sup> April 2020
- viii) Register of Interests** – Cllrs are reminded to let Clerk know of any changes to their declared interests please.
- ix) 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 £401.50**

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

**16) Upcoming Events –**

	<b>Venue</b>	<b>Date</b>
Big Breakfast	SC Village Hall	7 <sup>th</sup> Mar 2020
Easter Bingo	SC Village Hall	18 <sup>th</sup> Mar 2020

Light Choral Entertainment	SC Village Hall	28 <sup>th</sup> Mar 2020
Parish Open Meeting	SC Village Hall	31 <sup>st</sup> Mar 2020
Local Resillience Table Top Exercise	SC Village Hall	4 <sup>th</sup> April 2020

**17) Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues Mar 31<sup>st</sup> 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)**

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

Eastern Links Meetings - Thurs 19<sup>th</sup> Mar - Sampford Courtenay Village Hall; Thurs 11<sup>th</sup> June; Thurs 1<sup>st</sup> Oct.

