

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 2nd June 2020 on the Virtual Platform Zoom
Agenda for the Meeting.

**Please note that to join the meeting you will need to download the ZOOM App to your computer, Ipad or phone
just us the following link <https://zoom.us/> If you have any difficulty please ring the Parish Clerk or use the
Contact page on the Parish website to receive assistance**

Then you will be able to join the meeting using this link

Join Zoom Meeting

<https://us04web.zoom.us/j/73235190600?pwd=QjBSbnpiQmtGVmZsRWQ3a1pXYXJIUT09>

Meeting ID: 732 3519 0600

Password: 1HWi03

- 1) **Chairman's welcome and opening remarks.**
- 2) **Apologies -**
- 3) **Public Participation** Residents are invited to give their views and question the Parish Council on issues on this agenda, or to raise issues for future consideration at the discretion of the Chairman.

Members of the public may not take part in the Parish Council meeting itself. **(maximum time limited to 3 minutes per person) to ensure smooth running of this Virtual meeting, parishioners wishing to participate at this meeting are asked to notify the Clerk prior to the meeting (by 2nd May 2020) so that your comments can be scheduled.**

- 4) **Declarations of Interest –**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b) To declare any personal interests in items on the agenda and their nature.
 - c) To declare any prejudicial interests in items on the agenda and their nature. (Councillors with prejudicial interests must leave the room for the relevant items)
- 5) **Minutes to approve and sign the Minutes of – Virtual Meeting held on Tues 5th May**
- 6) **WDBC Report -**
- 7) **Planning – to consider the following planning applications:**
 - a) **1142/20/LBC – Mr H Franklin, Little Thatch, 4 Part Harveys – removal of existing single storey breeze block extension and replacement with single storey extension COMMENTS BY 11TH JUNE**
 - b) **1142/20/HH0 – See above.**

c) **1321/20/CLE – Lawful development certificate for existing building as two-bedroom holiday let & associated land. St Brelades, Sampford Courtenay.**

WDBC Planning Decisions: -

- a) **0595/20/FUL – Mr Francis, Furzedown Farm – erection of one agricultural building to use as shed.** **CONDITIONAL APPROVAL**

8) Parish Priorities -

- a) **Parish Climate Emergency plan - Cllr Joy Tucker**
- b) **Communication Plan - Website updates -**
- i) **Cost to update to WCAG 2.1 compliance by September**
- ii) **Licence required to make website “secure”.**
- iii) **Zoom Subscription – DALC advise that Clerk/Councillor can pay on own Credit Card and reclaim from SCPC monthly.**
- c) **Telecom/internet services in the Parish - Cllr Carpenter**

9) Report of Governance & Accountability Meeting held on 27th May.

- a) **Approval of SCPC Complaints Policy**
- b) **Specific email addresses for Councillors other than their home or business email address.**

10) Emails from Parishioner at The Beeches re perceived lack of support from SCPC to areas of the parish not directly within the Village. There was a request to consider major action, with a suggestion of putting CCTV cameras up outside of the village even up to the A30 to catch people who litter the area, and prosecuting them.

11) Village Garden – request by member of the public for a community garden perhaps on the Village Green. (See attached Arial plan)

12) Incident Management Team – up-date - 53 RFA’s returned (6 phone contact only) & 34 Volunteer forms returned.

- a) **Currently two applications received for DCC Covid-19 Priority Fund Grants one supported, one not supported.**
- b) **Currently no new applications received for DCC Covid-19 Priority Large Fund Grants.**

13) Plant Stall Donations - £162.15 to date Thank you.

14) War memorial update of the agreed joint assessment by Cllr Coleman & Jeremy Chadburn of where liability for the remedial work should lie.

15) Defibrillator – update

16) Dog Bins – update

17) **Devon Highways response to Clerk & resident's** notification of road conditions around Willowtree Farm corner.

18) **BT Phone Box at Sampford Chapple** – responses from Chair's letter to residents

19) **Paint for maintenance of BT Phone Box in the square** - update

11) **Finance** (To consider payments to be made as per list below)

- | | |
|---|---|
| i. Clerk salary & Expenses = | = £ 247.80 |
| ii. HMRC | = £ 17.20 |
| iii. Tracy Mombeyerara Toilets | = £ 55.81 (4wks x 2 hr - 1.6.20) x 80% Furlough |
| iv. N Power DD | = £ 9.63 29.5.20 |
| v. DCC Grant – re Cider Vat Repayment | = £495.00 |
| vi. Okehampton Accountants – Audit | = £300.00 |
| vii. Okehampton Accountants – Payroll | = £ 57.60 |
| viii. Sooz – Material for Scrubs | = £ 832.47 Covid Scrubs |
| ix. M. Pratt – Printer sundries | = £ 40.90 |
| x. Total payments this month = | = £2,056.41 |
| xi. Reserve Account Balance | = £16,522.37 (Calculated) |
| xii. Current Account – (less expenditure above & Tfirs) | = £792.70 (Calculated) |
| xiii. INCOME - Payments from P3 and Covid Grant fund should have been received but cannot be confirmed until new bank statement has arrived. | |
| xiv. Transfer to Reserve Account from Current Account = £ ZERO until statements rec (This will make Reserve A/c = Earmarked Reserves to date) | |

[Monthly Expenditure v Budget Monitoring](#)

12) **Internal Auditor's report** – as circulated.

- a) **Approval of amended Section 2 of AGAR** report. Agree that Clerk and Chair can sign and return to the Auditor.
- b) **Approval for AGAR Certificate of Exemption** be forwarded to External Auditors.

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

- c) **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 £461.50**

14) **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.**

15) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues July 7th 2020 Meeting 7.30pm at Sampford Courtenay Village Hall.

Signed *M. S Pratt* Marion Pratt Clerk to Sampford Courtenay Parish Council

May 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 CANC	April 7 th - No Meeting Easter
May 5 th AGM VIRTUAL	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

Eastern Links Meetings - Thurs 11th June; Thurs 1st Oct.

DR