

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

Minutes of the Meeting held on Tues 2nd July 2019.

- 1) **Present - Cllrs M Wilson, B& J Tucker, S. Svedang, C. Coleman, M. Carpenter, J. Palmer & J. Friend plus 8 members of the public.**
Cllr Wilson wished it noted that both in the published minutes and in the Roundabout Summary SCPC have advertised and encouraged an **Open Meeting policy** and really would like members of the public to be present and raise issues and have their say on what is important. It was very pleasing to see both applicants and neighbours present to raise issues and support the planning applications considered below.
- 2) **Apologies** - were received from WDBC Cllr Lois Samuel.
- 3) **Public Participation** – there was no public participation other than regarding the Planning Applications below.
- 4) **Declarations of Interest** – None
- 5) **Minutes** of [Main Council Meeting 4th June 2019](#) were agreed and signed. **With the acknowledgement in these Minutes that it has been noted through communication with the Village Hall that there is an error in the above Minutes and the Village Hall Committee Meetings are not open to the public each month and the only meeting the public are invited to attend is their AGM.**
- 6) **WDBC Report** - None
- 7) **[Consideration of Amendments to SCPC Standing Orders](#)** at 3 s iv Page 6 and 13 b& d Page 14 after seeking advice from DALC. **The advice received from DALC is that any councillor should remove themselves from the formal setting of the meeting and by sitting in the public gallery this is achieved. With the current planning process adopted by SCPC it would be expected than any point of dispute or objection would have been identified by councillors before the meeting, and as we currently do, observations made to any applicant beforehand.**

Cllr Wilson therefore proposed that the Standing Orders as noted above be amended to state that Councillors must leave the formal meeting table and sit with the general public and clearly understand that they may take no part in the discussion surrounding their application, except for the 3 minutes offered to all applicants to offer any explanations. This proposal was seconded by Cllr J Tucker and approved by 7 councillors. The Clerk to make the necessary amendments and circulate to councillors and post on website.
- 8) **Planning** – to consider the following planning applications:
 - a) **[1672/19/ARC](#) - Balhill Farm – Mr Adrian Rowe – Approval of Details Reserved by conditions. Comments 11th July**
Mr Rowe explained that this was planning for reserved conditions to original full planning application already approved. **SCPC felt it would have been useful if WD had provided a link back to original plans.**
Councillors felt Mr Rowe’s architect had presented very good plans and this application was SUPPORTED unanimously.
 - b) **[1745/19/FUL – Willey Farm](#) – Siting of 195 kw biomass boiler (timber fuel) in barn to provide electricity for arable and beef farm. Comments 11th July**
No objections raised. It supports the economy of the parish. SCPC SUPPORT this application.
 - c) **[1660/19/PDM – Trehill Farm](#) – Mr & Mrs T Gavin – Application for Prior Approval of proposed change of use from agricultural building to dwelling house. Comments 31st July**
No objections raised on planning portal. However, a neighbour had commented to Cllr Coleman that this development will mean an increased population of an original small hamlet. SCPC SUPPORT this application
 - d) **[1403/19/HHO – 4 Part Harveys](#) – Mr H Franklyn – Householder application to remove single storey extension and replace with a larger extension with kitchen, living room and bathroom. Comments 11th July**
Mr D Franklyn explained this planning application and explained it was necessary to enable Hugh Franklyn, resident here for more than 30 yrs, to have easier access and better facilities to suit his current needs. Neighbours present had no objections but requested that builders ensure access to neighbouring properties at all times during the build, and ensure that size of plant and delivery vehicles take into consideration narrow entrance and take care to prevent damage to courtyard surface and shared vehicular driveway. SCPC strongly SUPPORTED this application.
Action to update the planning checklist to include applications that support independent living for elderly or disabled individuals.

WDBC Planning Decisions:-

- e) **1746/19/ARC - Highclere – Discharge of condition approved.**
- f) **4098/18/HHO – 4 Station View – Conditional approval.**

9) **KS Fencing Furzedown Lane P3 -up date = £ 3,264.** Still awaiting a date to be heard at Exeter Courts.

10) **Local Plan update** (Cllr Wilson) – [Adoption of survey recommendations relevant to Parish Council?](#)

Nothing new to report at the moment.

- a) **Report back from Village Hall Representative** – Cllrs M Carpenter & J. Tucker reported back that Village Hall is a registered Charity responsible to the Charity Commission. All members of the Committee are deemed Trustees working to ensure the Village Hall is a benefit for all parishioners. The Village Hall has successfully achieved Hallmark Status and is working towards level 2. Cllr Coleman wished SCPC thanks be recorded to Village Hall Trustees for achieving this progress for the parish beneficiaries.
- b) **Cllr Friend** asked if, as a Charity, the Village Hall had looked into “Gift Aid” to increase donations they may receive.
- c) **Chase Milton Grant** – a member of the Village Hall had asked about the annual grant of £1,250 received for the Wind Turbine between SC and Bondleigh (Bondleigh receive an additional £1,250). This year’s grant was received in April and was allocated to Ear Marked Reserves - £650 – Parish Sustainability & Recycling; £500 – Defibrillator, & £100 – Training. The Village Hall Committee and any other parish groups are welcome to put forward a request to be considered by SCPC for next year’s allocation.

11) **Local Resilience Plan** – update – (Cllr Wilson) – response from neighbouring Parish Councils. To date Cllr Wilson has only had a response from NTTC. She will try again on the collaborative approach and try to attend the next Eastern Links meeting to get things on the Agenda.

12) **War Memorial - up-date** - (Cllr Coleman) – (VE Day Celebrations 8th-10th May 2020) – Cllr Coleman to chase architect to try and get snag list corrected in time for 75th VE Day Celebrations. SCPC would also like to propose a joint weekend of activities together with Village Hall Committee and St Andrew’s Church.

- a) Friday 8th May – “ENSA” Variety Show with “Ration Supper”
- b) Sat 9th May – Street Market & Street Party in the square with games on Village Green
- c) Sun 10th May – Church Service & Cream Teas.

If any parishioner is interested in joining a working party or taking part/helping in any of the above, or who has other suggestions please let the Clerk know.

13) **Nat West Bank account update** - (Cllr Coleman) a NatWest officer attended prior to this meeting to ensure all new Councillors can be added as signatories for the SCPC Bank Account. Problems stretching back over several years regarding accurate records of approved signatories, which has been exacerbated by the closure of the local branch in Okehampton, has resulted in extensive additional hours by both the Clerk and councillors, as well as mileage expense to travel to an Open branch. In the light of this, Cllr Coleman has been communicating with NatWest Officers and has received an offer of £1,500 compensation. Whilst SCPC acknowledge receipt of this offer the meeting did not feel it truly represented the time and effort exerted by SCPC as a whole. Cllr. Friend thought that total costs were of the order of £4,600 and that SC-PC were duty-bound to recover at least their direct loss as a consequence, of NatWest' repeated errors. Cllr. Coleman was actioned to prepare a realistic estimate in time for the next meeting

14) **Finance** the payments below were agreed and cheques signed.

i) Clerk salary & Expenses =	= £214.20	
ii) HMRC	= £ 50.80	
iii) Tracy Mombeyerara Toilets	= £ 99.00	(4 wks x 3hrs to 24.6.19)
iv) N Power DD	= £ 8.37	(DD 17 th June)
v) M Wilson – Salt Shakers	= £ 35.76	
vi) Andy Wilson – Playground Repairs	= £14.39	
vii) M. Pratt – Stamps , Paper & Ink	= £ 83.82	
viii) Burridge Printers – Chair’s Letter	= £ 29.50	
ix) Total payments this month =	= £535.84	
x) Current Balances = Reserve Account	= £17,299.94	(Calculated)
xi) Current Account – (less expenditure above)	= £ 1,838.82	(Calculated)
xii) West Country Grounds Maintenance ½	= £ 262.02	

xiii) [Monthly Expenditure v Budget Monitoring](#) the meeting reviewed the ongoing expenditure. The current balance shows that 76% of income received from the precept has already been spent. The second Precept payment should be paid in September.

15) **Progress Reports** for information

- a) **Eastern Links Report** – Cllr J Tucker had already circulated her report from this meeting. One point of note:- It may be that the funds available under the Doing What Matters Community Grant Scheme could be applicable to any renovation/development work on the public toilets (subject to 25% match funding)
- b) **Rural Futures Conference** – Cllr J Tucker again had already circulated her report. Cllr Coleman felt this formed a good basis for consideration by both SCPC and Village Hall.
- c) **Road Safety Open Meeting Report-** Cllr M Wilson – had held 2 meetings, but considering that Excessive Speed Issues has been an ongoing issue for several years and highlighted in both the recent Survey and that conducted in 2004, the attendance from parishioners was limited. Cllr Wilson is preparing a plan of action but will require more parishioners to volunteer for it to proceed.

- d) **Parish Outing update** – Cllr C Coleman – after discussion with Okehampton Community Transport there is a trip to Tiverton and ride on Horse Drawn Barge on **Sat July 20th - £13.95 for more details or to book a place – please ring 01837 55000**
- e) **Community Safety Forum report** – Clerk M Pratt <https://www.preventingexploitationtoolkit.org.uk/> If you are worried that a friend or member of the family is being exploited in any way, check out this really useful Tool Kit which explains what you should be looking for and how to get them help.
- f) **BT Phone Boxes** – Cllr Wilson has not has a response from BT so she will chase them again.
- g) **Fingerpost repairs** – there are funds available for SCPC to get these replaced/repaired and DCC will replace any that are missing. If you are aware of any finger posts in the parish that need attention please contact the Clerk.
- h) **Abbeyford/Berrydown Wood access** – Cllr Wilson has been in communication with the landowner, but he is unwilling to allow access across his private lane.
- i) **Footpaths up-date** – Cllr Carpenter has obtained a licence for a local contractor to collect road scalplings for SCPC from future local road repairs. If any become available, Cllr Carpenter suggests the priority should be the lane from Cliston down to Bulland Cross and on down to Weirford Lane. DCC will make a decision on further P3 funding after the conclusion of the court case with KS Fencing.
- j) **OkeRail** – No report from recent meeting to date.
- k) **Playground Report** – Cllr M Carpenter – repairs highlighted by annual Inspection has been done. SCPC would like to thank Mike Carpenter, Andy Wilson and Dave Viggers for donating their time and materials.
- l) **Grant request from SC Village Hall for additional heaters in Meeting room - £1.200 + VAT (Cllr B Tucker)** As highlighted in Eastern Links report, new funding arrangements are in place for bids to support local amenities. The use of the hall particularly in the colder months requires the boost of additional heating to enable rapid warming prior to events. Cllr Wilson proposed SCPC pay for these heaters. They would ask the Village Hall Committee to provide a written specification and financial costing for the equipment and work to be carried out. To comply with SCPC Financial Regulations 3 Quotations will be required.
SCPC will then pay for the equipment and fitting and reclaim the VAT, which can be reallocated to the Village Hall Earmarked Reserves.
This will avoid delays through the need to make DCC application and enable work to be completed prior to the cold weather returning and provides opportunity to tap into the new fund for other essential and enhancement work by both the Parish Council and the Village Hall. Cllr B Tucker said he would take this offer to the next Village Hall Meeting.

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

- i) **Just Giving Page donations to date = £94**
- ii) **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 £226.50**
- iii) **Have you signed up to with your email address on the Website yet?**

THANKS & RECOGNITION REGISTER

RECOGNITION FOR.....	THANKS TO
Raising funds for Defibrillator at The Beeches	Kim Allsebrook
Parish Spring Clean	David & Gaynor Boting Page, Bob & Joy Tucker, Andy & Michele Wilson, Mike & Julie Carpenter, Colin Coleman, Jackie Hedges, Janet Palmer, Nicky Courage, Marion Pratt, Bill Robertson, Lynn & Rory Robinson and Avril Flannagan
Playground Repairs	Dave Viggers, Andy Wilson & Mike Carpenter
Distribution of Flower Show Schedule, VH Events & SCPC Letter	Sandra & Tony Harper, David & Gaynor Boting Page, Michele Wilson, Bill Robertson & Marion Pratt.

17) Upcoming Events –

Venue	Date
Whist Drive – Village Hall	Wed 10 th July
Mobile Library – The Beeches	Thurs 11 th July – 16.20 -16.40
St Andrew's Summer Fete – Church Rooms	Sat 13 th July 2pm – 4pm
Cream Tea at the Rectory - NT	Sun 14 th July 3pm – 5pm
Coach Trip to Tiverton Canal & Horse Drawn Barge	Sat 20 th July
BBQ & Skittles – Village Hall	Saturday 10 th August 7pm
Whist Drive – Village Hall	Wed 14 th Aug
Flower & Vegetable Show – Village Hall	Saturday 24 th August 2pm
Talk on Australia – Village Hall	Saturday 5 th October 7.30pm
Diving for Pearls – Village Hall	Saturday 12 th October 7.30pm
Jesus Christ Superstar – NT Church	17 th -19 th October 7.30 pm

- 18) Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues Aug 6th 7.30pm at Sampford Courtenay Village Hall.

Signed

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 2nd	Nov 5th
Dec 3rd	2020	Jan 7th	Feb 4th	Mar 3rd	April 7th

Eastern Links Meetings – 12th Sept – 7.30pm - Northlew Town Council Offices 27th Nov - 7pm – Council Chamber – Kilworthy Park – Tavistock

Stagecoach South West Annual Stakeholder Conference Wednesday 24th July 2019

Civic Service – Okehampton – Sunday 15th Sept 2019

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