

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 3rd Dec 2019

- 1) **Present – Cllrs M Wilson, M Carpenter, B & J Tucker, J Palmer, S Svedang, J. Friend & C. Coleman**
- 2) **Apologies** - Cllr Lois Samuel
- 3) **Michele Wilson opened the meeting with a minutes silence in memory and respect for Ralph Squire who had served the parish as a councilor for 37 years, as well as being an acting member of Britain in Bloom, The Flower Show and the Village Hall Committee. His funeral will be held on Tues 10th Dec – 1pm St Andrew’s Church, Sampford Courtenay.**

Our thoughts and condolences go out to all of the Squire family.
- 4) **Public Participation** - None
- 5) **Declarations of Interest** – Prior to the meeting Cllr Coleman had asked whether councilors who were also members of the Village Hall Committee were able to participate and vote on matters concerning the Village Hall. As RFO, the Clerk took advice from DALC, and as the councilors would not profit personally from items arising, granted a Dispensation that allowed them to contribute & vote.

Cllr Coleman – also declared his interest in Items 10 and 16.
- 5) **Minutes of Main Council Meeting 1st Oct 2019 and Open Meeting held on 29th Oct 2019 were agreed and signed.**
- 6) **WDBC Report** - None
- 7) **Planning** – None – Cllr Wilson commented that she would still like to get a representative from WD Planning Dept to attend a meeting in the New Year to explain some of their decisions and planning process.

WDBC Planning Decisions:-
 - a) **2863/19/PDM – Barn at Trehill Farm – Prior Approval Given**
 - b) **APP/Q1153/W/19/3224643 - Land at Sampford Chapple – Appeal Dismissed**
- 8) **KS Fencing Furzedown Lane P3 - Court Hearing Dec 3rd.** Cllr Coleman & Cllr Wilson attended the court hearing today and Judge Squire ruled that as SCPC did not act on the order to engage with the Mediation Service, did not make a formal application to vacate the trial on 18th Oct, and considering the Expert’s report SCPC were ordered to pay £4010.12 to K S Fencing.
- 9) **Local Plan update** (Cllr Wilson) – [Sampford Courtenay Priorities 2019-20](#)
 - a) **Parish Priorities Action Plan** – this has been reviewed and updated and re-published on the Website. It still needs a list of further volunteers who have access to 4 x 4 transport to help fetch medication, or transport to doctors etc. Plus at the Devon Resilience Forum a “Table Top” exercise was offered to check if SCPC plan is workable. Cllr Wilson to arrange one for the New Year together with other local parishes.
 - b) **Road Safety Action Plan** – Cllr Wilson and the Clerk are meeting with representatives from DCC Highways Dept to discuss their “Doing What Matters” scheme. We will be able to discuss our ongoing concerns regarding road safety and maintenance. If you would like to attend to have an input, please come along. **Meeting at the New Inn on Wed 11th Dec at 11am. Members of the public welcome.**
 - c) **Mobile Communication Consultation** – Cllr Carpenter has been chasing Airband and they are due to fit Broadband Connection for the Village Hall on Friday 13th Dec. He has also been chasing them regarding supplying Airband for residents at the Beeches. As line of site is a problem there, they are considering a “fibre” mini hub.

10) **War Memorial - up-date** – at this point in the meeting Cllr Coleman announced his intention to stand down as a Parish Councilor at the end of March 2020, and his proposal to set up a Community Interest Company to acquire considerable funding to help with retention and maintenance of Parish Assets such as the Village Pub, Hall and Public Toilets. He will prepare a paper to present to the February meeting.

War Memorial – Cllr Coleman is working with Patrick Roberts to produce a corrected version of the bronze plaque. (This will have to be agreed by the War Graves Commission prior to casting) The original foundry still has the pattern to re-cast the plaque. Cllr Coleman believes the cost should be in the region of £2,000 which will have to be funded by SCPC as the plaque would not be indemnified by the Architect's insurance.

11) **VE Celebrations – 8th -10th May 2020 – up-date** – plans are going ahead and full details of the weekend events can be found on the Home drop down menu on the Website. The 1940's Dance Classes are proving popular and enjoyable. If you wish to come along the next one is on Friday 27th Dec – 7.30pm at the Village Hall - £5.50 pp

12) **Christmas Cheer – Sat 14th Dec 4pm – 7pm** – please come along for some “Christmas Cheer” next Saturday. Donations of items for Raffle, Tombola and Refreshments would be appreciated. Any profit is going to help cover costs of the VE Day Celebrations.

13) **Finance** – were agreed and cheques signed.

i) Clerk salary & Expenses =	= £214.20	
ii) HMRC	= £ 50.80	
iii) Tracy Mombeyerara Toilets	= £ 66.00	(4 wks x 2 hrs - 25.11.19)
iv) N Power DD	= £ 14.93	(DD 4.11.19 after submitting meter reading)
v) Ladds – Laptop for SCPC	= £ 698.87	
vi) Hospitality after Autumn Clean Up	= £ 85.85	
vii) Westcountry Garden Maintenance	= £ 250.02	
viii) K S Fencing	= £4010.12	
ix) Total payments this month =	= £ 5,390.79	
x) Current Balances = Reserve Account	= £15,192.30	(Calculated)
xi) Current Account – (less expenditure above & Tfirs)	= £ 1,380.37	(Calculated)
xii) INCOME		
xiii) Transfer from Reserve Account to Current Account	= £570.22	(This will make Reserve A/c = Earmarked Reserves to date)
xiv) <u>Monthly Expenditure v Budget Monitoring</u>		

14) **Request from Village Hall** for funding for Baby Changing Table – Cllr Wilson had offered at the last Village Hall meeting that SCPC would fund this item. Cllr Coleman seconded the proposal. It was agreed that Clerk go back to Village Hall to arrange purchase.

15) **Action to agree finance payments and Earmarked Reserves from 2019/20 budget** – Cllr Wilson put forward some proposals to consider before discussion of the budget and setting of the precept.

- £1,250 Windfarm Grant which should be received in March should be allocated to the Parish Enhancement Fund. (This will enable applications for match funding grants for enhancement of the Village Green) - **Proposal agreed.**
- DALC recommend that at least 4 months general expenditure should be maintained in an “Unearmarked Cash Flow” fund. (This is to cover such an eventuality of WDBC being unable to pay the precept) **Proposal approved.**
- Charitable support for CAB and Okehampton Community Transport Group – Cllr Wilson proposed that our usual annual donation be considered now. **It was decided that this proposal be deferred until beginning of new financial year.**
- War Memorial Fund – at least £1,000 from the Ex Gratia payment be allocated to a War Memorial Fund to go towards cost of re-casting the plaque. **Proposal agreed**

16) Update regarding alternative funding to release PC from financial commitment to maintain public toilet facilities in future – Cllr Coleman – please see Item 10 and Cllr Coleman’s intention to form a Community Interest Company.

17) Setting of the Precept

- a) **Consider alternative Budget proposal circulated by Cllr C Coleman** – Cllr Coleman talked through his proposed budget but agreed his figures need updating in light of expenditure and allocations listed above.
- b) **Consider Budget proposal circulated by Cllr M Wilson** – Cllr Coleman talked through her proposed budget noting updates as above.
- c) **Agree the budget and setting of precept for 2020/21** – it was agreed that both budgets (once up-dated) be sent to our Internal Auditor for comment. SCPC would take account of this advice to set the budget and precept at the Jan 7th Meeting.

18) Christmas Card - Cllr Wilson circulated a design of a Christmas Card for publication on Facebook and Website. To those parishioners who are still unable to access Facebook or the Website.

*Wishing all our parishioners a peaceful Christmas
and a healthy and Happy New Year for you and your family!*

19) Progress Reports for information

- a) **BT Phone Boxes – up date** – Visibility Mirror at Chapple Cross replaced. Liaising with BT to adopt kiosk at S Station and move to S Chapple.
- b) **Fingerpost repairs – update** – still waiting for DCC to get back to us.
- c) **Footpaths up-date** – Winter inspections to start soon. Cllr Coleman reported that a drain in Furzedown Lane needs attention and footpath from Bulland Cross needs re-rolling. Cllr Carpenter to organize this.
- d) **OkeRail** – Cornwall Council has suggested that Okehampton station should be re-instated first. Plus Stagecoach buses have now renamed Okehampton stop – as Okehampton Terminus.
- e) **Playground Report** – Cllr M Carpenter – every thing OK.
- f) **Funding available for upgrading play parks** – SCPC would like suggestions from parishioners what sort of equipment/activities we should include in funding application. Pocketparks@communities.gov.uk
- g) **Superlinks Meeting** – Cllr J Tucker – had circulated her report of the meeting and will also be attending an Eco Aware Coffee Morning in Okehampton on Sat 18th Jan. Plus Cllr Carpenter reported that 100 trees had been planted in the parish last weekend.
- h) **Climate Emergency up date + email from parishioner re street lighting timings** – Cllr Wilson and Joy Tucker are following this up as part of proposed action plan to be published in the New Year.

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

- i) **Okehampton Edwardian Evening Thurs 5th Dec - 6pm Council Chambers FREE PARKING FROM 4PM**
- ii) **Chair & Clerk meeting with DCC Highways – 11th Dec 11am New Inn “ Doing What Matters Project”**
- iii) **Michele Wilson nominated for National Small Councils election.**
- iv) **Mike Carpenter volunteered to continue as SCPC representative on SC Village Hall Committee**
- v) **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 £331.50**

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

at the meeting)

23) **Upcoming Events** –

Venue	Date
Christingle Service – St Andrew’s Church	Sun 1 st Dec – 9.30 am
Okehampton Edwardian Evening	Thurs 5 th Dec -
St Andrew’s Christmas Bazaar	Sat 7 th Dec -
Christmas Cheer – Village Hall – Come and meet Santa	Sat 14 th Dec – 4pm – 7pm

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

Signed *M. S Pratt* Marion Pratt Clerk to Sampford Courtenay Parish Council Nov 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 – 1st – 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	2020	Jan 7th	Feb 4th	Mar 3rd	April 7th