

MINUTES OF SAMPFORD COURTENAY PARISH MEETING

Tues 4th August 2020 – Virtual Zoom Meeting

1. **Present** Cllrs Bob & Joy Tucker, Janet Palmer, Mike Carpenter, John Friend & Colin Coleman + DCC Cllr James McInnes + 4 members of the public. In the absence of Chair Michele Wilson, Vice-Chair Bob Tucker took the meeting.
2. **Apologies** – Cllr M Wilson, S. Svedang,
3. **Public Participation** – None
4. **Declarations of Interest** – Cllr Coleman declared an interest in Items 8 b and 20.
5. **Minutes of – Virtual Meeting held on Tues 7th July** – (already circulated and published) were agreed and will be signed after the meeting.
 - a) **Correction to Item 9 d** – Cllr Coleman did not mean a personal donation of £2,000 but that he would be able to source the funds from elsewhere.
 - b) **Feedback from parishioner re the Minutes – Item 9 c** – additional litter on the roads could be partly result of Waste Collection having almost doubled during lockdown, and collectors only having same hours to collect in. The parishioner has spoken to our local collectors and informed them that it has been noted on the Minutes.

Item 23 a) – suspected Fly Tipping of additional black bags – could be a parishioner who has missed their own collection.

The Clerk thanked the parishioner and added that SCPC welcomes feedback and comments at any time.

6. **WDBC Report** - In the absence of Cllr Lois Samuel there was no WDBC report.
 - a) **DCC Report** – Cllr James McInnes gave a brief up-date of DCC position re Covid 19 – Devon has its own Track and Trace system set up; there were only 13 positive cases identified in Devon last week and thankfully, there has been no deaths in Devon due to Covid for several weeks. However, Cllr McInnes said that we still need to be on our guard with increased numbers of tourists to the area and with schools going back in September.
With regard to schools – DCC will be working with schools and parents to encourage them to send their children back to school – but they will not be prosecuting parents who choose not to.
Cllr McInnes commented that with children having been away from school for up to 6 months, they are aware that there will be behavioral and mental health issues to deal with. Teachers and schools have all been brilliant with dealing with this unprecedented situation, and are busily preparing safe procedures for children to return to something of a normality. The Clerk asked if there were grants available to provide internet devices to vulnerable children who were having to home school. Cllr McInnes said that schools should have devices available, but to contact him if that is not the case locally.

Cllr Palmer asked what the procedure will be if a child becomes ill when they return to school. Cllr McInnes assured her that all cases will be dealt with on a case by case basis, with Head teachers being advised by local medics as to whether a bubble, whole year group or whole school need to undergo further local lockdowns.

7. **Planning** – to consider the following planning applications:
 - a) 2137/20/HHO – Mr & Mrs Crisp – Greylands – Removal of existing conservatory and replacement with a sun room.
UNANIMOUS SUPPORT

WDBC Planning Decisions: -

- a) 1813/20/ARC – Four Acres, Miss Horton DISCHARGE OF CONDITION APPROVED

8. Parish Priorities -

- a) Parish Climate Emergency plan - Cllr Joy Tucker (Minutes of last meeting already circulated)
- i) Decision to call the group SCEnSus (Sampford Courtenay Environmental and Sustainable Living Group)
 - ii) SCEnSus will be a Sub-Committee of SCPC
 - iii) As such, costs incurred for meeting at Village Hall will be met by SCPC, but SCEnSus will use common sense and discretion to only hire hall when numbers deem necessary.
 - iv) Plans for Community Garden on part of Village Green and possibly at Village Hall as well – some of the tomato plants from the Plant Stall have already been planted in the verge gardens at the Village Hall.
 - v) All ideas suggested at meetings are being investigated and progressed.
 - vi) Report of responsibility for litter and response of SCPC (as circulated by Cllr Wilson)

Proposal - For appropriate actions regarding prevention and community cleanup be included in the Parish Plan and progressed as part of SCensus group.

PROPOSED Cllr Joy Tucker SECONDED Cllr Colin Coleman - Agreed Unanimously

- b) Telecom/internet services in the Parish - Cllr Carpenter – although some parishioners have improved their Internet services by signing up with either Airband or with EE through South West Mobile Broadband, there are still areas of the parish with very poor or no reasonable service. Residents at Sampford Station had contacted their MP Mel Stride, who was under the impression from the Connecting Devon and Somerset Website that Sampford Station area already has “Superfast Broadband”. This is certainly not the case. Another resident from The Beeches, also notified the Clerk that he had just this week been given a verbal quote by BT of between £40,000 - £50,000 for Superfast Broadband Connection.
- a) At this meeting it was agreed that SCPC will design a bespoke survey for parishioners to complete with specific data on current service delivery and cost implications for households who have the option of using either Airband or EE, and those who still need a BT service for Alarms or Medical Alerts etc.
 - b) Findings from this survey will be forwarded to Rufus Gilbert DCC Cllr in charge of Broadband Services, MP Mel Stride and Cllr James McInnes.
 - c) Cllr Coleman proposed that SCPC investigate the cost of providing Superfast Broadband for the whole parish, and commented that Parish Councils have the power to subsidise this cost. He also asked Cllr McInnes if DCC would be able to provide financial help for this, but Cllr McInnes confirmed that DCC does not have the funds to cover this, it would have to be put to Government for a specific grant.
- c) Communications - Update on the Accessibility Statement and progress on compliance action plan – the Clerk, Chair and Website administrator are already working on this. More details can be found on the Parish Council tab of the Website under “[Making our Website more accessible](#)”. We would be grateful for everyone to have a look at this page and get back to us with any comments re any accessibility problems they find.
9. Report from Cllr Wilson regarding Document prepared and distributed by Cllr Coleman to Beeches Residents (paper already circulated)

Proposal - The background information in this paper be published in a letter to the residents from the Full Parish Council explaining that Cllr Coleman was acting unilaterally and that debate in relation to the latter two issues cannot take place.

PROPOSED Cllr M Carpenter SECONDED Cllr B Tucker Votes 5 For with 1 Abstention

- a) Report on Suggestions/comments from Residents of The Beeches for the attention of SCPC Councillors.

OPTIONS/PROPOSALS - from comments gathered by Cllrs Wilson, & J Palmer & Clerk

1. Poor internet service (all happy to be engaged with a survey and potential petition)	8/18
2. Traffic and road speed at the entrance to residential area and across the bridge towards the station	8/18
3. Lack of local regular public transport	5/18
4. Road signage and highway maintenance	2/18
5. Railway service	1/18
6. Litter	1/18
7. Telephone box	1/18
8. Poor television signal due to trees	1/18
9. Post box position (linked to having to cross bridge)	1/18
10. Recycling collection (damage to bins, waste on floor)	1/18

- a) Issues 1 and 2 above are already SCPC Priorities and can be dealt with as part of the plans that are ongoing.
- b) The third issue of public transport can be part of ongoing consultation regarding the public transport services within the parish. Whilst it does not help all residents especially those that need to get to work for a certain time the Okehampton Community Transport could offer a regular weekly service if it was to be co-ordinated with residents. Additionally, opportunity to research car share schemes and volunteer drivers for bespoke appointments etc can be explored
- c) Issue 4 – can be included in our discussions with Devon Highways re Issue 2.
- d) Issue 5 – See Item 20 below.
- e) Issue 6 – See Item 8 a vi above.
- f) Issue 7 - The issue of the telephone box was raised that it was in a dangerous place and needed to be resited. When it was explained that it had been agreed that it would go 2 years ago the resident indicated that they would like to have the box. Unfortunately, individual residents are not able to adopt a box.
- g) Issue 8 – SCPC could, if requested by sufficient residents of The Beeches, approach the Management of the park to see who is responsible for maintenance of the trees. However, lowering the trees could impact on increased noise from both traffic on the road and increased rail traffic on the railway and this needs to be taken into consideration.
- h) Issue 9 – SCPC could look into viability of resiting post box to nearer The Beeches.
- i) Issue 10 – Clerk will copy Cllr Lois Samuel in to these Minutes and highlight problems reported re weekly Waste collections.
- b) Cllr Coleman had also reported that he had received additional comments from Residents at the Beeches, but was unable to quantify these comments as in the table above. Cllr Joy Tucker suggested that knowing the proportion of comments made would more easily enable SCPC to prioritise any follow up actions. Cllr Coleman stated that he would look forward to seeing Cllr Wilson's follow up paper to the issues raised at Item 9 and he

will do follow up consultations with residents at The Beeches. Cllr Joy Tucker proposed that any written paper by Cllr Coleman pertaining to represent SCPC views/proposals should be agreed prior to publication.

10. **Footpaths/ P3** – Cllr M Carpenter – has received one quote for works to Bulland Cross to Weirford Lane and will update at next meeting.

- a) Email from Parishioner re land owners planting crops across footpaths.

The Parish Council acknowledge the legislation that supports free access to footpaths within the Parish. The attached guidance is published by Farming weekly and the details of this will be sent to all farmers/landowners who have paths that cross their land including the field from Hatherton Lane and Chapple Moor.

<https://www.fwi.co.uk/business/compliance/farming-near-footpaths-the-law-for-arable-farmers>

- b) Fire Service have been called twice in past month to fires caused by bonfires getting out of hand in the field that runs adjacent to Bulland Lane. North Tawton Fire Service are following up the incidents with the landowner. Fire Service Safety Guidance re Bonfires can be found on this link
<https://www.dsfire.gov.uk/YourSafety/SafetyInTheHome/Bonfires/Index.cfm?siteCategoryId=4&T1ID=35&T2ID=445>

11. **Village Green Report** – Cllr M Carpenter(circulated) No issues to report.

12. **Incident Management Team –**

- a) up-date - 53 RFA's returned (6 phone contact only) & 34 Volunteer forms returned
b) ~~Discussion paper regarding constitution of the IMT as sub-committee of PC – Cllr Coleman~~
In email to Clerk on 15th July, Cllr Coleman had stated “in my view the IMT is not a properly constituted Committee of the SC-PC”, and thus was asked to explain his views in a paper to all other Councillors. Cllr Coleman chose not to circulate such a paper, or explain his concerns at this meeting.
c) Cllr Wilson did circulate an Information report regarding constitution of the IMT as sub-committee of PC to all Councillors and in her absence made the following report.

PROPOSALS For all Councillors to acquaint themselves with the Emergency Resilience Plan and be able to provide reassurance to Parishioners that if an Emergency or Major Incident occurs that will likely impact them, that the SCPC has a robust and professional plan that can provide effective response and recovery at the critical times and is continuously developing its preparedness to be able to mitigate problems before they occur.

Cllr Wilson who is the Resilience Lead has attended a number of debrief meeting organised through the Resilience Forum during the last week to understand how other Councils across Devon have reacted to and delivered support in their communities. Many of what has been implemented by the SC IMT were considered to be best practice.

It is recognised that preparedness for any outbreak is important and the Parish will be reviewing the Devon Outbreak Plan <https://www.devon.gov.uk/coronavirus-advice-in-devon/lomp/> and as necessary updating our Parish plan to take on board any local advice.

- d) Up-date from Clerk re Volunteers shopping for neighbours etc. – the Clerk had emailed all Volunteers on her list, and most have responded that they are shopping less for those parishioners who had previously been shielding. But they had all assured them that they are still available to resume shopping or other help if the situation worsens. SCPC would again like to give a big THANK YOU to all the volunteers for their support during the past months.

13. **Plant Stall Donations** - £353.75 to date Thank you + £205.70 from Bake Stalls + £52.50 Sale of Face Masks

It was agreed at the meeting to incorporate Bake Stall on 15th Aug with VJ Day with 1 min Silence and profit from this sale to go towards Colour Sgt Gareth Evans Charity – Team Commando Spirit for Military Charities. PLEASE COME ALONG AND SUPPORT IF YOU CAN.

14. War memorial update -

- a) ~~Report from Cllr Coleman update on current situation regarding the War memorial~~ – Cllr Coleman is still communicating with the architect and will not be able to give a report until the Sept meeting.
- b) Un-budgeted cost of Architect fees of £827.60 and implications for future remedial work on War Memorial - Consolidation report with proposals Cllr Wilson

PROPOSALS

- a) As a legitimate invoice for work that has already been carried out as agreed in 2017 full payment needs to be made to Jeremy Chadburn. This will have to be taken from the contingency fund that is held as Un-earmarked cashflow.

There should be a breakdown of further agreed works and expenditure to

- i) The plaque
- ii) The stone and surround
- b) In respect of i) a fully costed proposal rather than an estimate be presented to the Council and that appropriate funding is sought to rectify the error and that when the funds are available the work can take place.
- c) In respect of ii) that this issue is deferred until such time as i) is complete and then consider funded options and again once funds are available agreed work can take place

PROPOSED Cllr Coleman SECONDED Cllr Carpenter. Agreed Unanimously.

- 15. Himalayan Balsam** – Cllr B Tucker reported that the working party over several days to remove this invasive plant from the River Bank from New Inn to Honeychurch had been a great success, and gave thanks to all Volunteers who had helped. He plans to repeat the process again next June.

Cllr Coleman then put the following questions:-

- a) Was this an SCPC initiative or a private venture? – Cllr Tucker responded that it was an SCPC exercise for parish enhancement.
- b) Had all landowners been notified? – Again Cllr Tucker assured the meeting that all landowners had been contacted prior to the exercise and all were happy and appreciative that it had been arranged.
- c) Cllr Coleman also asked that Clerk ensure adequate Risk Assessment be conducted before next year and Insurance company notified. Plus Clerk to check whose responsibility it is to clear this weed.

- 16. Defibrillator** – update - having raised funds from events last year to lease a Defibrillator for 4 years, quotes obtained from electricity companies to supply a trickle feed to prevent the unit freezing at temperature sub -5* have been prohibitive.

Cllr Wilson would like to propose to consult with parishioners regarding the proposal to adopt the Telephone box in the square and fit the defibrillator to the box

PROPOSED Cllr B Tucker SECONDED Cllr Joy Tucker Agreed Unanimously.

Cllr Friend also asked that a Certificate of Thanks and Recognition be awarded to David McClements for all his hard work and labour of love in renovating the kiosk in the square.

This month Certificates have also been awarded to:-

- Shirley McClement & Pam Owen for making re-usable Face Masks.
- Nicky & Kevin Courage for making Cream Teas and raising funds for Village Hall Roof.
- Patrick Roberts for maintaining the Plant Stall

A BIG THANK YOU TO YOU ALL.

17. **Dog/General Litter Bins** – update Bin has been placed outside the toilets at present. Very positive response from over 494 people on Facebook Use will be monitored to consider the requirements for waste removal.
 Request for Toilet cleaner to report back on the usage when carrying out the toilet cleaning

18. **Finance** following payments were agreed.

Clerk salary & Expenses	£229.80	
HMRC	£ 35.20	
Tracy Mombayarara – Toilets	£108.29	
N Power – DD – Toilets	?	
M. Wilson – Hand Sanitiser Dispensers	£109.96	Covid 19 – outstanding from last month
DCC – Covid Scrubs Grant Refund	£380.89	Covid Scrubs – outstanding from last month
Goldcoast Media	£156.00	Webhosting to 14/7/21
Jeremy Chadburn	£827.60	War Memorial
Pam Owen	£7.99	Covid Masks
Michele Wilson	£130.74	New rubbish bin
Michele Wilson	£10.95	Extra long ethernet cable
SWWA	£ 36.64	Toilets Water
Jean Harris	£230.00	Yoga Donations
Total Payments this month	£2264.06	
WDBC Election costs	£65.77	Returned cheque as WDBC no longer accept cheque payments.
Reserve Account	Zero	Transferred to Current ready for Switch to Unity.
Current Account (less expenditure above)	£20,001.22	

Income	£545.68	Yoga Donations, Plant Stall, Interest & Seamoor Lotto
Transfers between accounts		To be calculated once Switch to Unity has been completed.

19) **Online Banking** – new Online Bank has been set up with Unity Bank and funds successfully transferred. This will enable Clerk and Councillors to arrange payments and monitor accounts more efficiently.

20) **Oke Rail** – Cllr Friend would like to propose that SCPC support the planned improvements to the Exeter to Plymouth via Okehampton – upgrading of railway in two phases, reinstatement of dismantled railway in third – £426.5 million. He can then represent this support at the next OkeRail meeting. (as per link circulated)

SCPC should also be aware of implications of increased noise (especially for The Beeches Residents), and loss of current local facilities eg Granite Way etc.

Cllr Coleman commented that the Granite Way is only a Permissive Way leased to Sustrans, and that Network Rail may offer alternative Cycle/Walk route alongside any new rail route.

Proposal to support reopening of Exeter to Plymouth rail route

Proposed Cllr Friend Seconded Cllr B Tucker Supported 5 votes and 1 abstention.

21) **Devon & Cornwall Police Report** - Cllr J Palmer – update as per report circulated. Cllr Palmer agreed to pick out information relevant to SCPC area from enormous amount of information she is now receiving in her role as Councillor Advocate for SCPC and circulate to other councillors.

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

a) **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 £504.00

b) **FACEBOOK this month** – 18 New Page Likes (up 350%) 3982 Page reach (up 445%) 1595 Post Engagements (up 92%)

21) **Councillors' reports and items for future agenda.** Cllr Mike Carpenter reported that Julie Carpenter, Website Administrator is now getting Analytics from the Website to indicate which pages are visited most often.

22) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues Sept 1st 2020 Meeting 7.30pm at Sampford Courtenay Village Hall.

Signed M. S Pratt Marion Pratt, Clerk to Sampford Courtenay Parish Council Aug 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 CANCELLED	April 7 th - No Meeting Easter
May 5 th AGM VIRTUAL	June 2 nd VIRTUAL	July 7 th VIRTUAL	Aug 4 th VIRTUAL	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

Other events -

Saturday 8th August 10:45-11:00 - SC Bake Stall - Sampford Chapple
 Tuesday 11th August 7.30pm - SCEnSus meeting
 Saturday 15th August 10:45-11:00 - SC Bake Stall - The Square SC & VJ DAY
 Saturday 22nd August 10:45-11:00 - SC Bake Stall - The Countryman
 Saturday 29th August 10:45-11:00 - SC Bake Stall - The Square SC