

MINUTES OF SAMPFORD COURTENAY PARISH MEETING

Date and Venue – Tues 1st Sept 2020 – Virtual Zoom Meeting

1. **Present** : Cllrs M Wilson, M. Carpenter, B & J Tucker, J. Friend, J. Palmer & C. Coleman + 4 members of the public
2. **Apologies** – DCC Cllr J McInness & WDBC Cllr L. Samuel
3. **Resignation of Cllr Sue Svedang** – Chair Michele Wilson expressed thanks on behalf of SCPC for the work and support of Cllr Sue Svedang during her time of office with the parish council.

The Clerk will publish the notice for a Casual Vacancy with these Minutes. Any parishioner wishing to put themselves forward to stand on the Parish Council must please apply in writing to the Clerk.

4. **Public Participation** -there were no additional public participation from members present.
 - a) Bus Stop at Sampford Chapple – Cllr M Wilson explained that parishioners at Sampford Chapple had commented that there had been little or no consultation regarding erection of Bus Stops at Sampford Chapple. When DCC came and erected 2 bus stops they were positioned in a dangerous and poor visibility position. After communication with the Chair, Clerk and DCC they were removed.
 - b) Response from Letter to the Beeches – Cllr B Tucker reported on his phone conversation with a resident from the Beeches who had expressed his concern that SCPC was too Village centric and did not involve the entire parish, plus he felt that SCPC should be asking for more stringent action and fines regarding removal of litter from roads in the Belstone Corner area. However, the resident confirmed this was not an official complaint to SCPC just a response to the letter to residents at The Beeches.
 - c) Drainage and flooding problems at New Inn area and bottom of Station Road + Willow Tree Farm – The Clerk had received emails from 2 parishioners regarding the continued problems with flooding in these parts of the parish whenever it rains. At a recent meeting with Darryl Jagger of Highways, SCPC was informed that significant works to drainage in the parish has been scheduled (no dates given) and Clerk will forward these emails from the parishioners to ensure they are considered while this work is being carried out.

5. **Declarations of Interest** –

Cllr Coleman reported that he has submitted an up-dated Register of Interests to the Monitoring Officer. He said that he would forward a copy to the Clerk. He also declared an interest in Item 8 c below - *I declare my directorship of a telecom company is a matter of public record in my Register of Interests as a Parish Councillor. I have also properly declared the corresponding prospective prejudicial interest at successive SC-PC Meetings in pursuit of enabling Sampford Courtenay Parish with improved broadband services in which I may have a future commercial interest.*

Cllr J Palmer declared her interest as a neighbour and friend in Item 6 a below.

6. **Minutes** of – Virtual Meeting held on Tues 4th Aug 20 with following amendments were approved and will be signed after the meeting.

Amendments to Minutes:

12 b - 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.

Cllr Coleman asked that this be amended to read “*A Parishioner had asked Cllr. Coleman 'What is the relationship between the IMT and Parish Council? which he was unable to answer.'*”

- ii) Item 15 – Himalayan Balsam 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.

Cllr Coleman asked that this be amended to read: *Cllr Coleman said whilst it was commendable that action had been taken to remove an invasive species, asked whether the Parish Council has the necessary powers in respect to water course that run through the Parish?*

Cllr Tucker responded that it was an SCPC exercise for Parish undertaken at the request of the Chairman with the consent of all landowners.

Cllr Coleman said that as this was an SC-PC initiative a Risk Assessment should have been undertaken in advance and sent to SC-PC insurance company for the agreement of the underwriters.

Cllr B Tucker also added the following to his report :- When I gave my report on the Himalayan balsam clearance I neglected to mention that, in the interests of the safety of our volunteers, a day or two before we all met I walked the length of the river in question to satisfy myself that there were no hazards/unforeseen dangers that might put the working party at risk.

I also spoke to the landowners on the telephone with the intention of highlighting any impediments or relevant factors that should be considered.

- iii) 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.

Cllr Coleman asked that this be amended to read :- *Cllr Coleman commented that **he believed** 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.*

Re Item 12 b above – as Cllr M Wilson had not been present at last month’s meeting, she asked Cllr Coleman if now, having seen her report, he agreed that the IMT was a properly constituted committee of SCPC. Cllr Coleman said that he did not wish to comment other than that he would forward Cllr Wilson’s report to the Parishioner who he was unable to answer. Cllr Wilson asked that if Cllr Coleman was unprepared to explain his reasoning at this meeting that he writes to her

separately after the meeting to indicate either his acceptance that the IMT was a constituted Committee and if not what his proposal of how the Parish Resilience plan should document the relationship to the Parish Council.

Re Item 15 b above – Cllr Coleman asked Cllr Tucker for the names of all landowners who had been contacted. Cllr Tucker reiterated that all landowners abutting the stream had been contacted, however, Cllr Coleman insisted on knowing their names and asked Cllr B Tucker to email them to him.

6. **WDBC Report** - in absence of WDBC Cllrs there was no report this month.

7. **Planning** – to consider the following planning applications:

- a) **2569/20/FUL** – Chapple Orchard – Retrospective change of use from annex accommodation to C3 dwelling house SUPPORT unanimously.

WDBC Planning Decisions: -

- a) 1580/20/FUL - Riverstone Farm, Exbourne - CONDITIONAL APPROVAL
b) 1470/20/CLE - Chapple Orchard - CERT OF LAWFULNESS(EXISTING) CERTIFIED

8. **Parish Priorities –**

- a) Parish Climate Emergency plan - Cllr Joy Tucker (Minutes of last meeting already circulated) Cllr J Tucker explained that there is another meeting scheduled for next Tues 8th Sept at which key statements are being prepared on the following items:
- Community Garden
 - Peat-free Initiative
 - Community Hub
 - Electric Charging point
 - Car Sharing
 - Litter

These will be published on the Website and will form basis of letter to all parishioners for their consideration.

Cllr Coleman had emailed the Clerk prior to the meeting with the following comments: -

Please can we change the title of this to something more appropriate title. At an earlier meeting I was assured that this linked into WDBC nomenclature. However, I cannot find any such reference. The title of WDBC's webpage is West Devon BC Action on Climate Change, which is much more appropriate.

Therefore, I suggest future agenda should refer to Sampford Courtenay's Contribution to West Devon BC's Action on Climate Change.

(Referring to everything as emergency, crisis, and incident lacks credibility, is counter-productive, and ultimately discredits the Parish Council.)

Cllr M Wilson and Cllr J Tucker assured Cllr Coleman that it had been called "Parish Climate Emergency Plan" to show the connection with the overall Devon and West Devon actions on

However, Cllr Tucker said that she would bring Cllr Coleman's comments to next week's meeting. She also asked that Cllr Coleman forward his Risk Assessment for previous Parish Litter Picks to her for use in the proposed activities in the coming months.

- b) Community Orchards Grant Scheme – possibility of grant to plant some fruit trees on the Village Green. – Cllr Tucker explained that this grant may be available to obtain some fruit trees for the Village Green and wanted support of SCPC to make an application. This was unanimously supported.
- c) Telecom/internet services in the Parish - Cllr Carpenter – this item was moved to the end of the meeting as Cllr Coleman wished to exclude himself from any discussion in the light of his declaration of interests above. (See below)
 - i) Petition/Consultation document
 - ii) Register with Openreach re Superfast Fibre Broadband – response so far 3
- c) Refurbishment of the Public Toilets – Cllr Carpenter had circulated a very comprehensive report regarding the current state of the Public toilets and suggested maintenance/improvements that could be made to bring the building up to DDA compliant. He estimated such work could cost up to £50,000. In response to his report Cllr Coleman had emailed:- ***I have made a report to Cllr. Mike indicating that I am confident of securing 100% of the costs to around £50,000 in respect to stand-alone toilets and up to 50% of a larger amount if combined with general improvements to the Village Hall.***

Cllr Carpenter thought that Cllr Coleman's reference to securing funds as per above would be via a Community Interest Company as he has referenced previously or a Public Works Board Loan.

Cllr Coleman, stated at the meeting, that although these 2 options were feasible for the project, he was actually referring to an Architectural Grant, however, 'Cllr. Coleman was not in a position to give SCPC or Cllr Carpenter any further details of this grant at this time'.

In which case, Cllr Carpenter asked that he be given time to speak to a member of the parish who already runs a CIC business to find out how exactly it works and the implications for SCPC to secure necessary funding for this project. He will present a further report at the October meeting giving due consideration to all funding options.

- d) Report from SCARF meeting re Road safety in the parish. – Cllr M Wilson, J. Palmer, J. McInness & Clerk had virtual meeting with Darryl Jagger of DCC Highways regarding results of SCARF meeting. – Speed detection devices had been placed at various locations throughout the parish – however, after analysis of the speed data collected there was not enough evidence for them to consider a reduction of speed limits in any of these locations. However, they would consider an assessment of current signage throughout the parish which could be improved/replaced to encourage safer driving. These actions could possibly be completed at the same time as DCC are looking at the Drainage problems in the parish. SCPC will update parishioners as soon as more information is known.

- e) Defibrillator positioning in the BT kiosk in the square – consultation with parishioners.

Cllr Coleman had emailed the Clerk prior to the meeting with the following comment: - ***I oppose BT equipment being decommissioned on principle and call box services being retained and re-instated if necessary. This policy is consistent with the resilience plan which required non-powered telephone handsets.***

Cllr Wilson proposed that she intended to consult with parishioners re decommissioning the phone box in the square (which has not been used in past 4 years), so that it could be used to house the defibrillator instead. This proposal was seconded by Cllr M Carpenter and agreed unanimously.

- f) **Communications - Update on the Accessibility Statement and progress on compliance action plan** – Cllr J Tucker expressed thanks to Julie Carpenter (Website Administrator) & the Clerk for the amendments to the Website which now has a new “Accessibility” page, + specific pages for both the Village Hall and SCEnSus. Goldcoast Media have also added a Search facility.

Cllr Wilson asked for approval of the Accessibility Statement which has to be posted on the Website by 23rd September. It shows that we are only partially compliant, and lists actions on how we plan to improve compliance in the future.

The meeting approved the Statement 6 For, with Cllr Coleman abstaining.

Cllr Wilson asked that Cllr Coleman email her separately to explain his reason for abstention and details of what he felt might enhance/support the statement.

9. **Footpaths/ P3** – Cllr M Carpenter has received 2 estimates for the work to Bulland Lane to Weirford Lane, but would like to seek further advice on how best to reduce run-out of stone onto the road. He has been in touch with Ros Davies who has put him in touch with a Mr John Butt and he will report again at the October meeting.

10. **Village Green Report** – Cllr M Carpenter – everything is OK

11. **Resillience Plan**

- a) **Incident Management Team** – Cllr Wilson had circulated a full report of all actions during the recent 5 months and has wound up the IMT as like the rest of the country Sampford Courtenay is getting back to the “new normal”. However, Clerk will still send out a fortnightly Newsletter detailing local items of interest and current Government guidelines. Plus the Coronavirus page will be kept up to date on the Website, and any resident who needs help in the future just needs to contact the Clerk.
- b) **30 Days in 30 Ways** - #30Days30WaysUK, the national campaign of preparedness activities and games via social media:
You don't just have to be on Facebook to take a look at these useful resources to help us all be a little bit more prepared for all sorts of things. You can sign up for emails here <https://www.30days30waysuk.org.uk/>

It will also be on our Facebook page and Cllr Wilson will do a weekly summary for the Website.

12. **Plant Stall Donations** - £372.40 to date Thank you + £389.70 from Bake Stalls + £260.00 for Commando Spirit Charity + £62.50 Sale of Face Masks

13. **War memorial update** – Cllr C Coleman emailed the Clerk the following comments prior to the meeting: - ***As actioned by SC-PC, I have pursued with Jeremy a non-adversarial resolution to all the snags at minimum referred cost to SC-PC. We have agreed a tentative joint proposal for the remedial works required and where the respective responsibilities lie. This proposal will be placed before SC-PC for acceptance (or otherwise) in a formal paper, which is drafted.***

Although challenged by Councillors at the meeting Cllr Coleman refused to explain what he has presented to Jeremy Chadburn in the name of SCPC.

Cllr M Carpenter & B Tucker commented that Cllr Coleman has prevaricated over this item since the War Memorial was erected in August 2018 (Minute note **4.9.18** War Memorial - Cllr Coleman has agreed to contact both the Mason and Architect and discuss the way forward to ensure the project matches the agreed plans.)

Cllr Coleman, refused to comment further, except to say that he would present his report at the October meeting. If Councillors were then still dissatisfied they could relieve him of his actions on this project.

14. **Finance** were agreed and payments will be arranged by the Clerk.

Clerk salary & Expenses	229.80	
HMRC	35.20	
Tracy Mombayarara – Toilets	131.80	5 weeks to 31/8/20
N Power – DD – Toilets	9.21	
West Country Garden Maintenance	262.02	
HCI Data – .gov.uk website name up to 8.11.22	90.00	
Total Payments this month	£758.03	
Reserve Account	£18,167.50	As per online statement
Current Account	£11,866.51	As per online statement

Current Account (less expenditure above)	£11,108.48	
Income	£10,000.00 18.00	Grant for the Toilets Seamoor Lotto
Transfers between accounts	£10,000.00	To EMR Account
Reclaim for VAT submitted	£341.87	

a) [Monthly Expenditure v Budget Monitoring](#)

15) **Devon & Cornwall Police Report** - Cllr J Palmer - <https://www.devon-cornwall.police.uk/youth/sexting/> Information for parents and youngsters can be found on this link. The Clerk will put link on Facebook and try and contact any youngsters in the parish to see if they can help spread the advice on other social media platforms.

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

a) **Licensing Consultation** - West Devon Borough Council is inviting residents and businesses to have their say on the new Alcohol and Entertainments Licensing Policy. An eight-week consultation will begin on Friday 21 August to Friday 16 October 2020. www.engagement.westdevon.gov.uk/licensing

This link will be put on Facebook and the website and sent out to licensed businesses in the parish in case they wish to contribute.

b) **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 £523.00

c) Eastern Links meeting via Zoom – 17th September – Cllr J Tucker will be attending.

d) **FACEBOOK this month** – 27 New Page Likes 6220 Page reach 3544 Post Engagements

8. C) **Telecom/internet services in the Parish** - Cllr Carpenter – this item was moved to the end of the meeting as Cllr Coleman wished to exclude himself from any discussion in the light of his declaration of interests above. **Cllr Coleman now left the meeting.**

i) **Petition/Consultation document** – Cllr Carpenter and Cllr Wilson will work on this and get it out to parishioners as soon as possible so that SCPC can collate data of coverage, up/download speeds. ISP providers and relevant costs which can then be compared to Superfast Fibre connections.

- ii) Register with Openreach re Superfast Fibre Broadband – Parishioners are asked to please register with Openreach for Superfast fibre <https://www.openreach.com/> the more demand there is, the more likely the parish is to get a positive response.

A parishioner near the Square has been promised fibre connection at no installation cost, (no date given) but this could supply fibre for properties from New Inn to the Square.

If parishioners could also keep a log of disruptions to their current broadband connections and poor speeds that will be additional data to present to the companies and MPs.

We will keep you updated re the progress on this via Facebook and the Website and Clerk’s fortnightly Newsletters. (If you are not already receiving these – please let Clerk have your email address)

- 17) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues Oct 6th 2020 Meeting 7.30pm at Sampford Courtenay Village Hall.

Signed M. S Pratt Marion Pratt, Clerk to Sampford Courtenay Parish Council Sept 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 2 nd VIRTUAL	July 7 th VIRTUAL	Aug 4 th VIRTUAL	Sept 1 st VIRTUAL	Oct 6 th
Oct 27 th Open Meeting	Nov 3 rd No Meeting	Dec 1 st	Dec 12 th Christmas Cheer	2021	Jan 5 th