

MINUTES OF SAMPFORD COURTENAY PARISH MEETING

Date and Venue – Tues 2nd Feb 2021 – Virtual Zoom Meeting

This meeting was recorded and if any parishioner wishes to view this recording please contact the Clerk.

Present:- Cllrs B Tucker, M. Carpenter, J. Friend, M. Wilson, J. Palmer & C. Coleman + DCC Cllr J. McInnes + 6 members of the public

1. **The Chair welcomed everyone** to the meeting and stated that during the current Lockdown the IMT is continuing its support for parishioners with reference to current updates from DCC and DALC.
2. **Apologies** – None
3. **Public Participation**
 - a) There has been a request for SCPC to identify whether planning is required for the making of a new gateway into a field on the Sampford Station to Tongue End road. Concern has been raised re the destruction of a Devon Bank and a young Oak tree, & disruption to wildlife.
The Chair was actioned to speak with the landowners in the first instance.
4. **Declarations of Interest** – Cllr Coleman declared his Interest re Item 13 f
5. **Minutes** to approve and sign the Minutes of – Virtual Meeting held on Tues 5th Jan 21 (published on Notice boards and Parish website) – were approved and will be signed after the meeting.
6. **DCC Report** - Cllr McInnes reported that it is good news that Devon is currently showing the lowest level of Covid 19 in the country. He also reported that the roll out of vaccines in this area appear to be progressing smoothly and efficiently, with patients now in Tier 5 beginning to be invited for their vaccine.
He also reminded parishioners that DCC are currently dealing with a new round of applications for Covid -19 Grants, while WDBC is dealing with Business Grants for Covid 19. (Details of how to apply can be found on the SCPC, DCC & WDBC websites)

He also reiterated that the most effective way of reporting potholes etc was through the online Report It site. <https://www.devon.gov.uk/roadsandtransport/report-a-problem/> or to phone 0345 155 1004
- 7) **Planning** – to consider the following planning applications:
 - a) 0110/21/PDM – Barn at Gilmoor, Mr P Allin – Prior approval for change of use from agricultural building to dwelling house.

INFORMATION ONLY

- b) 4132/20/ARC – Oxenpark Barn, Mr & Mrs Weeks, Approval of Reserved Conditions
INFORMATION ONLY.
- c) 0187/21/NMM – 2 Albury Cottages – Mrs Clatworthy Edwards – Non material amendment to
Planning Consent 01007/2015
INFORMATION ONLY
- d) 0231/21/AGR – Land adjacent Gods Clock – Mr Alan Balsdon – Prior notification of
agricultural or forestry development – proposed steel framed agricultural storage building.
INFORMATION ONLY
- e) 4276/20/CLP – Virginia Cottage – Mr Derek Matravers – Certificate of lawfulness for
proposed use of annex as self-contained holiday let.
INFORMATION ONLY

WDBC Planning Decisions: - None

8. **Community Interest Company Proposal – Cllr Coleman**

It was agreed that Cllr Coleman’s paper referenced below will be made available for download from the website or electronic copy from the Clerk.

An annotated version showing SCPC position on Cllr Coleman’s points will also be made available to explain why his resolution at Item 6 (in his paper) was not supported.

Proposal – The SC Community Asset Interest Company as proposed by Cllr Colin R Coleman is supported by SC Parish Council as a commendable, independent initiative “to secure and enhance the preservation status of both the natural and built environment, whilst developing the economic, and social fabric of the whole community”.

Proposed Cllr Coleman, Seconded Cllr Friend.

In Favour – Cllr Coleman & Cllr Friend

Against – Cllrs B Tucker & M Carpenter

Abstentions – Cllrs M Wilson & J. Palmer

Chair’s Casting vote – Against

The proposal was not supported because Cllr Coleman has failed to show what relevance endorsement by SCPC is to such an independent endeavour.

Until Cllr Coleman can put forward a full business plan, including names of persons willing to fulfil the positions named in his paper; and accurate details of the specific responsibilities and liabilities on SCPC (the owner of some of the specific assets referred to) and individual Councillors; no specific endorsement in the name of SCPC should be given.

***SC Community Asset Interest Company [Revision 3]
Paper by Cllr. Colin R. Coleman – Dated 1st January 2021.***

9. **May Election** – WDBC will be publishing Notices of Election on the 24th March for elections being held on 06 May (no elections are allowed in law to be held before this date)

One letter of Resignation had been received from Cllr Joy Tucker. The Clerk will notify the Returning Officer of this Casual Vacancy and notices will be posted.

The Chair expressed thanks to Cllr Joy Tucker for her support and tenacity in bringing together the SCEnSus sub-committee and helping co-ordinate the many successful activities that have taken place during this year, as well as the planned activities for the future. It is appreciated that Cllr Joy has given her resignation in time to have her position filled by the forthcoming election as necessary without occurring any further cost to the Parish Council.

10. **Census 2021 – Sunday March 21st** – Councils have been asked to help spread the word in their communities, to help ensure that as many people as possible take part.
You can download a Q & A leaflet on our Website.

11. **Question & Answer meetings** – as suggested at the Open Meeting in October, SCPC would like to hold more informal Q & A sessions, where parishioners can put forward ideas/comments for consideration at subsequent Parish Council meetings. At the moment these will still have to be via Zoom, but if you have any comments you would like to be considered you can telephone or email them to the Clerk.

Date and Time	Topic
Tues Feb 16 th 7pm	War Memorial - consultation papers to be published before the meeting
Tues Mar 16 th 7pm	Village Green – Community Garden & Skate Ramp

a) Up-date on General Q & A Session on Tues 19th Jan 21. – it was a very positive meeting with 5 parishioners attending + other parishioners submitting Questions via the Clerk. The main points of concern raised are already part of the Parish Priorities eg Poor Internet & Mobile Coverage, Road Speeds & Safety, and continue to be addressed by SCPC.

11. **War Memorial Q & A Session Proposals for public consultation 16 February 2020 via Zoom**

Proposal 1 - All background reports and proposals should be publicly available and published on the Sampford Courtenay Website in advance of the published Q & A session advertising discussion regarding the War Memorial planned for 16 February 2021.

Proposal 2 - All Cllr Colemans proposals set out in the various papers, together with any counter proposals raised by Parishioners or Parish Councilors are discussed at this Public Forum on 16 February 2021.

Proposal 3 - The views of members of the public should be gathered both at the forum and through written communications sent directly with the Parish Clerk who will consolidate the public views and report back to Cllrs for further discussions and decisions to be made.

These proposals were approved and all papers will be available either to download from the Website or electronically from the Clerk.

12. **New Village Road Signage – Cllr Wilson** – as part of the Road Safety Parish Priority Cllr Wilson has been liaising with Darryl Jagger of DCC Highways regarding new signage for the parish. Current advice is that we cannot have both “Please drive carefully” and “Prayer Book Rebellion 1549” on signs at entrance to the Parish.

Both SCPC Councillors and DCC Councillor James McInnes felt that the Historical reference to the Prayer Book Rebellion should be maintained.

Cllr Wilson will re-negotiate with DCC Highways and copy Cllr McInnes in on the emails.

13. **Parish Priorities –**

- a) Safer Roads – Cllr M Wilson
- i) Community Speed Watch Group – Sampford Chapple + Bow CP & Okehampton Hamlets showing an interest. – nothing new to report.
- b) Parish Climate Emergency plan - Cllr Joy Tucker (**Minutes & reports published on Parish website**)
- Priority Post Boxes – for use for Covid Tests – the Clerk was actioned to contact Royal Mail to see if the Post Boxes in the Square and at Sampford Station could be designated Priority Post Boxes.
 - Locality Budget Grant to purchase Peat Free Compost – Cllr Lois Samuel has agreed a grant of £200 towards this. Clerk to submit application form. Parishioners will be encouraged to trial Peat Free Compost as part of this year’s Potato in a Bucket Class at the Flower Show.
 - Community Garden – Site meeting Sat 13th Feb 10am at Village Green; Sat 17th April “Picnic” working party launch.
 - Parish Spring Clean – 20th Mar to coincide with Great British Spring Clean
- c) Refurbishment of the Public Toilets – Cllr Carpenter update – Planning Application and Design and Access statement has been submitted.
- d) SCPC Public Convenience – DDA Compliance – Cllr Coleman

In light of Item 13 c above, Cllr Coleman felt that his proposals had been superceded.

Cllr Wilson reiterated that SCPC has never dismissed the idea of making the Public Toilets DDA Compliant, and this will be considered as Phase 2 works, after the overdue essential maintenance work has been completed in Phase 1 as set out by Cllr Carpenter in his Planning Application.

- e) Village Hall – Cllr M Carpenter – fund raising is continuing slowly while the current Lockdown limits social gatherings.

- f) Telephone & Broadband Surveys – update Cllr M Wilson & M Carpenter – Thank you to the 55 households who responded to this survey. The data has now been collated and will be published on the Website and used to provide evidence and mapped areas of poor coverage in further negotiations with Broadband/Mobile Providers, local MPs and government departments.

Colin Coleman informed the meeting that he is currently independently (not as representative of SCPC) working with residents of The Beeches (and surrounding area) to provide a Community Broadband in partnership with BT to provide a Fibre Broadband Cluster for that area of the parish. Cllr Carpenter, asked that as lead of the SCPC initiative for improved Broadband/Mobile Coverage, could Cllr Coleman copy him in on relevant communications which may help the rest of the parish.

- g) Okerail – Cllr Friend (**Minutes circulated to Cllrs**) still no date for how and when the Okehampton to Exeter route will be re-opened. Plus there was a note that the OkeRail Community Interest Company had been wound up.

14. **N Power Contract ends 14.3.21** SCEnSus meeting had proposed that SCPC look into a “Green” Electricity supplier, setting a good example for the parish. Cllr Friend & Colman said that it is difficult to calculate the full Carbon Footprint of even “Green” companies. The Chair proposed that the Clerk try and find a 12-month contract with a “Green” supplier that has comparable costs to what we are currently paying. Then more Eco-Friendly options can be investigated before the next renewal date.

15. **Footpaths/ P3 (Deadline 15th Feb)** – Cllr M Carpenter - Current work has been completed on Cliston Lane and Cllr Carpenter is looking to arrange further improvements to the end of Weirford Lane.

- a) Letter re Footpath at Hatherton Farm – a response has been received from the Land Owner suggesting that while the footpath is water logged, walkers that enter the land over the stile from the woods, then walk around the hedge on the right hand side of the field until they get back to the footpath. Thank you.

16. **Village Green Report** – Cllr M Carpenter – no issues to report. The Annual Inspection is due to take place sometime this month.

17. **O.D.C.T.G – Annual Report** – Cllr Coleman

Cllr. Coleman proposed an enhanced donation in acknowledgement of the (i) the difficulties and (ii) the sterling service ODCTG are providing in the face of the CV-19 pandemic.

As this is a finance issue, he requested a nominated vote be taken.

Proposed Cllr Coleman with no seconder.

However, Cllr Wilson said that she would contact Cllr McInnes to see if funds could be obtained from the Covid 19 Grants to cover such a donation by SCPC.

N.B SCPC as a whole does appreciate the support that ODCGTG provides to at least 55 of our parishioners and as such has budgeted £200 per annum from this year.

18. **Finance** – the below payments were approved. With an objection by Cllr Coleman re the payment to St Andrew’s/Village Hall fund.

Clerk salary & Expenses	229.80	
HMRC	35.20	
Tracy Mombayarara – Toilets	69.76	4 weeks to 25/1/21
N Power – DD – Toilets	9.64	18.1.21
M Wilson – Covid – Hand Sanitiser for Toilets etc	15.95	
St Andrew’s/Village Hall Fund	564.47	50% of Covid Fund Raising money. See below.
Bourne Carpentry & Joinery	£1,893.60	P3 work on Cliston Green Lane
Parish On Line	40.50	
Total Payments this month	2858.92	
Reserve Account = EMR	26,937.68	After these transactions
Current Account	2,406.00	After these transactions
Income	564.47 10.00	Refund of cheque wrongly issued to St Andrew’s Church & Seamoor Lotto
Transfers between accounts	1539.47	
SWWA – Toilets – Includes £20 Credit share	47.82	Since publication of Agenda
J Butt – Digger work on Bulland Lane	223.13	Since publication of Agenda

20) Devon & Cornwall Police Report - Cllr J Palmer update - : <https://www.devonandcornwall-pcc.gov.uk/news-and-blog/multimedia-hub/people,-prevention-and-technology-at-the-heart-of-next-devon-and-cornwall-police-budget/>

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

- a) Parish Council Meetings have to return to Face-to-Face meetings from 7th May. Plans will be put in place and published for the June meeting onwards.
- b) Annual Playground Inspection will take place in February.
- c) Public Liability Insurance for SCEnSus Sub-Committee activities/events – BHIB have confirmed that as SCEnSus is a Sub-committee of SCPC, with published Minutes and Accounts, and meetings open to the public – they are covered under SCPC Insurance.
- d) Parents Childcare Survey 2021 - <https://www.smartsurvey.co.uk/s/ParentsChildcareSurvey2021/>
- e) NHS, Social Care & Frontline Workers Day – 5th July 2021
- f) **SeaMoor Lotto** – to support SCPC projects – you can sign up for tickets <https://www.seamoorlotto.co.uk/support/sampford-courtenay-parish-council> Funds raised to date £600.50 by just 4 supporters
- g) **Social Media over the past month.**

FACEBOOK	
New Likes	1
Page Reach	3,907
Post Engagements	974
Website	
Users	619
Sessions	572
Pages most viewed	Parish Council Minutes/Agenda = 116 SCEnSus = 59 News = 37 History Sampford Courtenay = 35 Calendar = 33
Website Emails	
Sent	3003
Opened	1588
Links followed	100

Date of next meeting. To confirm the date of the next meeting which is scheduled for Tues Mar 2nd 2021 Meeting 7.30pm - Virtual meeting via Zoom.

Signed M. S Pratt Marion Pratt, Clerk to Sampford Courtenay Parish Council Jan 2021

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)

2021	Jan 5 th Q & A – 19th	Feb 2 nd Q & A – 16th	Mar 2 nd Q & A – 16th	Apr 6th	Apr 20 th Open Meeting.
May 4 th AGM	June 1st	July 6th	Aug 3rd	Sept 7th	Oct 5th
Oct 19 th Open Meeting	Nov 2nd	Dec 7th			