

## MINUTES OF SAMPFORD COURTENAY PARISH MEETING

Date and Venue – Tues 2<sup>nd</sup> Mar 2021 – Virtual Zoom Meeting

**THIS MEETING WAS RECORDED**

Present – Cllrs M Wilson, J. Palmer, M. Carpenter, J. Friend, C. Coleman, & B. Tucker. +  
WDBC Cllr L. Samuel and DCC Cllr J. McInnes

Clerk – M Pratt + 10 members of the public

1. **Chairman’s welcome and opening remarks.** - Cllr Wilson welcomed everyone to the meeting and commented on the positive news re the Covid Vaccination roll out for parishioners. With the hopes of everyone being pinned on the National Road Map of easing Lockdown, SCPC will look to the future on how the “New Normal” will impact on the parish. But hopes that the Network of Volunteers and Community spirit that has grown during the past months will continue to make Sampford Courtenay a wonderful place to live.
2. **Apologies** – None
3. **Public Participation**
  - a) Traffic nuisance during recent road closure on Rectory Hill – Cllrs had received an Open Letter from a resident, plus several comments from other parishioners regarding the recent road closure. In response to this Cllr Wilson had corresponded with both the DCC, Highways and Police both prior to the closure and since the various comments. A summary of the points made are as follows:
    - Appropriate notice of closure had been posted on Website and Parish Noticeboards along with details of Detour routes.
    - DCC had informed local haulage companies of Detour and placed necessary signage at the various approach roads into the parish
    - It is **NOT** the Highways responsibility to enforce the roads of the County this is the responsibility of Devon and Cornwall Police. As stated, and observed and checked by the DCC Highways Officers throughout the Closure the appropriate signage for the diversion was properly in place. Plus, failure to adhere to a diversion is not an offence against the traffic regulations.
    - DCC will consider in the future to look at the possibility of placing at appropriate locations a couple of large flashing signs on trailers to warn drivers the road is closed.
    - There is no excuse for inconsiderate or dangerous driving or abuse from drivers at any time, but this is a police matter and parishioners are advised to report such incidents directly to the Police at the time of the incident with whatever evidence can be produced.
    - Every sympathy is given to any resident that has had to endure significant disruptions during this period of road closure and no one should be subjected to intimidation or threats, and any evidence of offences including driving offences should clearly be dealt with by the appropriate authorities, the Parish Council however can attempt to support parishioners but must work with other agencies to support all its residents and when the essential work is considered necessary to support future improvement, in for example communications and internet access,

there is a fine balancing act upon which we must seek the support of parishioners for their patience and support regarding a period of disruption for the greater good of the Parish.

- (Any parishioner who would like a copy of Cllr Wilson’s full response to this issue please contact the Clerk)
- b) Dog Exercising Area – Cllr M Carpenter had been approached by 2 parishioners asking if there was anywhere in the parish, they could exercise their dogs off the lead in a field.
- The only public space SCPC own is the Village Green, which is a “No Dog” area.
  - SCPC has previously made enquiries of local landowners with none volunteering land for this use.
  - The Clerk has made parishioners aware of a commercial Dog Paddock between Winkleigh and Dolton where owners pay for a timed slot to exercise their dogs. If in future any local landowners consider this type of business venture as a possible diversification to farming, please let the Clerk know so that it can be advertised.
- c) War Memorial –
- A parishioner who had been present at Q & A session on the War Memorial asked that councilors leave the first 5 proposals at Item 12 b below on the table and support proposal 5 which had had overwhelming public support at the Q & A session.
  - A second parishioner reiterated the points already made on this issue and added that - A fitting tribute to those who lost their lives would have been to have ensured total accuracy of text and design in the first place and to have dealt with the whole matter in a timely and efficient manner. However, the names are not incorrect or misspelt and that the remaining content is broadly accurate. In that context, they fully endorsed the proposals put forward by parishioners at the Open meeting on the 16th February and presented on the Agenda for this meeting.
- d) Face to Face Meetings – a parishioner asked why SCPC were considering going back to “Face-to-Face” meetings when in their opinion the Zoom format had been so successful over the past months. He also stated that he did not like the idea of reducing the number of meetings per year to only 4, or the delegation of powers to Chair, Clerk and 1 other councilor.

Cllr Wilson explained that it is because of government legislation that all Council meetings must revert to Face-to-Face meetings from 7<sup>th</sup> May. But SCPC hope to introduce “hybrid” meetings in which parishioners can still attend via Zoom.

4. **Declarations of Interest** – None

5. **Minutes** of – Virtual Meeting held on Tues 2<sup>nd</sup> Feb 21 were approved and will be signed after the meeting.

6. **WDBC Report** - Cllr Lois Samuel reported on the following items: -

- Recent Finance meetings have shown that WDBC are successfully closing the budget gap to a certain extent. (More details can be found on their website <https://www.westdevon.gov.uk/article/7627/Council-Coffers-COVID-and-the-Community->)
- Forthcoming Elections on Thurs 6<sup>th</sup> May – Residents will have the opportunity to vote on the Police and Crimes Commissioner, Devon County Councilors and 2 SCPC Councilors. WDBC are doing all they can to ensure the voting experience will be safe and officers are currently assessing Polling venues for Covid safety. However, they are also recommending that you can also register for a postal vote if you would prefer. More details can be found here <https://www.westdevon.gov.uk/article/7619/Voting-Safely-at-the-Elections>
- Locality Grant – Cllr Samuel also confirmed that she has kindly approved a Grant of £200 for SCPC SCEnSus sub-committee to support the Peat Free compost initiative.

#### DCC Report – Cllr James McInnes gave a summary of the following items:-

- DCC Budget has risen to £554m to support Adult and Children Services + Highways.
- An Additional £600 k has been pledged to help the most vulnerable.
- Covid Tests are now available locally at Mill Road Car Park, Okehampton. <https://www.westdevon.gov.uk/article/7429/Mobile-COVID-19-Test-Facility-Coming-to-Okehampton>
- Cllr McInnes asked that everyone encourages parents to send their children back to school on March 8<sup>th</sup>. School settings are as safe as can be, and the social interaction for the children is important.

#### 7) **Planning** – the following planning details are for Information only.

- a) 0321/20/AGR – Willey Farm – Mr Mawle – Prior Notification for building for grain store  
INFORMATION ONLY

#### **WDBC Planning Decisions: -**

- b) 3495/20/HHO & 3496/20/LBC - West Hill House – Mr Crow – CONDITIONAL APPROVAL
- c) 0231/21/AGR – Land adjacent God’s Clock – Mr Balsdon – Ag Determination details not required
- d) 4184/20/FUL – Middle Corscombe – Mr & Mrs Purchase - CONDITIONAL APPROVAL
- e) 3386/20/FUL – Middle Corscombe - Mr & Mrs Purchase going to Appeal on Refusal for their camping application – SCPC agreed at this meeting to send letter of support for their appeal.
8. **Casual Vacancy for Cllr Joy Tucker** – sufficient parishioners have requested that this Vacancy be filled by means of Election which will take place in May. A Notice of Election will be published in March (when received from Returning Officer) Please see note at Item 6 above re registering for a postal vote.
9. **Face to Face meetings from May 7<sup>th</sup>** – Government legislation is that all Council meetings must return to Face-to-Face meetings from 7<sup>th</sup> May. NALC is still lobbying to allow councils to meet remotely if they so wish. However, as per government law SCPC need to decide how they will hold meetings from May 7<sup>th</sup>. The following proposals were taken from advice from DALC.

#### Proposals



(1) *Invite Mr. Chadburn to manage the remedial and have the opportunity to limit any financial loss for which he may be responsible.*

Proposed – Cllr Coleman                      Seconded - NOT SECONDED

(2) *Accept that the design intent of the stainless plinth cannot be achieved without the realignment and improvement of the cobbled path as proposed by Mr Chadburn.*

Proposed – Cllr Coleman                      Seconded – NOT SECONDED

(3) *Requests for Tender (RfQ) are put out to at least three appropriately qualified professionals to undertake the extended works for improvement as advised by Mr. Chadburn. Mr. Chadburn being included in the RfQ.*

Proposed – Cllr Coleman                      Seconded – NOT SECONDED

(4) *The terms of reference to include provision for the managing professional to identify the funding source to cover the cost of the works*

Proposed – Cllr Coleman                      Seconded - NOT SECONDED

(5) *The terms of reference to include provision for the managing professional to compare and contrast the cost-effectiveness of a PWLB Loan against other sources of funding including the Parish Precept and advise Fellow Councilors accordingly.*

Proposed – Cllr Coleman                      Seconded - NOT SECONDED

As per SCPC Standing Orders the above proposals were not progressed as there was no seconder.

### **Proposal by parishioners present at Q & A Session 16<sup>th</sup> Feb 2021**

6) a) To accept that as the grammatical errors on the Plaque do not affect any of the names and significant details of any of the servicemen commemorated; no further money or time is spent on corrections to the plaque.

Proposed - Cllr J. Friend

Seconded – Cllr J Palmer

In Favour – Cllrs Wilson, Carpenter, Friend, Palmer & Tucker    Against – Cllr Coleman  
Proposal carried.

b) Regarding the aesthetic view of the memorial – SCPC to investigate the issues of the surround and consider minimal low-cost alternatives - eg an annual plant or gravel border.

Proposed - Cllr J Friend

Seconded – Cllr B Tucker

In Favour – Cllrs Wilson, Carpenter, Friend, Palmer, Tucker    Abstained Cllr Coleman

12) Priority Post Box – The post box in the Square has been designated a Priority Post Box; and Royal Mail are looking into the possibility of re-siting the Box at Belstone Corner to the other side of the road nearer to The Beeches, it may be re-considered for a Priority Box.

13) Repairs to Noticeboard in the Square – Quote £225 + VAT to put in some vents to stop condensation and fit new cork board.+ check water ingress from rear. (Mar 2018 £600 paid for this new noticeboard)

There was discussion as to whether repairs should be necessary after only 3 years, and whether an “off-the-shelf” alternative would be better value for money. The Clerk to research further and take comments back to contractor and report back to next meeting.

14) **New Village Road Signage** – Cllr Wilson – showed various examples of signs that listed more than 1 message. She will use them in her negotiations with Devon Highways. Cllr Wilson also asked if there was a Sampford Courtenay logo. Cllr Coleman suggested that one of the Church bosses could be used. Cllr Wilson to find out more details and report back to a Q & A Session.

### 15) Parish Priorities –

a) Safer Roads – Cllr M Wilson

- Community Speed Watch Group – Sampford Chapple + Bow CP & Okehampton Hamlets showing an interest. – Nothing new to report.

b) Parish Climate Emergency plan - Joy Tucker (Minutes & reports already circulated)

- Chair of SCENSus, Joy Tucker summarised Minutes of last meeting (Available on the website)
- Dalefoot Peat Free Compost 55 bags all sold out. Thank you to Jill & Robin Bevis for organising this.
- Suggestions for Environmental initiatives on the Village Green have been prepared ready for the Q & A meeting on Mar 16<sup>th</sup>.
- Community Hub Boards – Thank you to David Botting Page and Michele Wilson for the additions to the Plant Stall in the square. Feedback from parishioners and suggestions of other locations for similar boards would be appreciated.
- Parish Spring Clean is arranged for Sat 20<sup>th</sup> March – Risk Assessments can be viewed prior to event please on the Website.
- Clerk collecting Litter Pickers etc from Tavistock next week.
- SCEnSus collaborating with other local and neighbouring groups re Environmental initiatives.

c) Refurbishment of the Public Toilets – Cllr Carpenter has already circulated papers to Councilors to show where SCPC is with regard the Planning Application. However, Cllr Carpenter and the Clerk have received a letter from the Conservation Architect Jeremy Chadburn explaining that he feels he has to withdraw his services from SCPC.

- Letter from Jeremy Chadburn – Cllr Carpenter, having been asked to lead the Toilet renovation Project had been talking to Jeremy Chadburn informally about the Planning Application that had been voted on and agreed by SCPC; unfortunately, another councilor had also been talking to him giving him a different version. Cllr Carpenter stated that he felt it was very sad, disappointing and a bad reflection on a small parish council that a councilor, not representing the democratically voted decisions of the council, felt it necessary to cause disruption to a point where the Professional Architect has felt it necessary to withdraw his services.
- Approval for Clerk to pay Planning Application fee when received from WDBC – as this payment has been challenged the Clerk asked for a vote on this matter.

Payment approved.

- d) Village Hall – Cllr M Carpenter – summarized.
- Now that the Lottery Grants are open again the Village Hall is currently putting together an application
  - Take Away Big Breakfast – had been a successful event with an additional £130 in donations on top of profits from the breakfasts.
  - Successful Brain storming session on future fund-raising suggestions that will be put to next Village Hall meeting.
  - Next event Take Away Curry – 26<sup>th</sup> March
- e) Broadband/Mobile Coverage Survey – Cllr Carpenter and Cllr Friend are looking at the Universal Service Obligation that states “From 20 March 2020, if you can’t get a download speed of 10 Mbit/s and an upload speed of 1 Mbit/s, you can request an upgraded connection”  
If parishioners want to check out the details for themselves please go to the following website and let us know if you are eligible for an upgrade. <https://www.ofcom.org.uk/phones-telecoms-and-internet/advice-for-consumers/broadband-uso-need-to-know>

14. **New Electricity contract** – N Power has been given 30 days’ Notice and a new 12 month contract taken out with EDF.

15. **Everflow Water contract quote** – consider whether a change of suppliers is beneficial. Clerk to report back at next meeting.

16. **Footpaths/ P3** – Cllr M Carpenter proposed that some of the remaining P3 money from this year be used on Weirford Lane. Although a “Dead End” footpath – it is a place where the Prayer Book Rebellion battlefields can be viewed.

- Phase 1 – Lay stone and put a drain across end of lane where flooding occurs. (Approx £1,800)
- Phase 2 – Concrete the culverts (Approx £1,200)
- By doing Phase 1 now – that would leave £500 in the funds for emergencies.

Proposal for Phase 1 – Cllr Carpenter                      Seconded – Cllr Coleman  
All in favour -. Proposal carried.

17. **Village Green Report** – Cllr M Carpenter (circulated to councilors) Monthly check – no issues

- Annual Inspection completed (circulated to councilors) – Minor issues that can be dealt with by group of volunteers in near future.
- Eddie Kingdom has confirmed he is happy to continue cutting Village Green at same rate as last year. It was agreed that Clerk confirm this arrangement.

18. **O.D.C.T.G – Application to DCC for Covid 19 Grant** – this application was unsuccessful as it does not allow applications for 3<sup>rd</sup> parties. Proposal from Cllr Coleman deferred from last meeting that SCPC Make a donation of £500 to support the group to be considered.

Proposed – Cllr Coleman

Seconded – NOT SECONDED.

Cllr Wilson added that SCPC are committed to supporting this group, that in itself provides an essential transport service for many SC parishioners, with £200 added to the Precept for next and future years. Unfortunately, SCPC do not have un-budgeted reserves to make such a donation as suggested by Cllr Coleman to this or other local charities at this time.

19. **Finance** All payments below were agreed – except for Cllr Coleman Abstaining from payment of Planning Application fee.

Clerk salary & Expenses	229.80	
HMRC	35.20	
Tracy Mombeyarara – Toilets	69.76	4 weeks to 22.2.21
N Power – DD – Toilets	9.91	22 <sup>nd</sup> Feb
Clerk’s Office sundries	112.61	
Dalefoot Compost	406.60	SCEnSus/Flower Show
Play Inspections	108.00	
<b>Total Payments this month</b>	<b>859.27</b>	
Reserve Account = EMR	27,236.47	After these transactions
Current Account	912.20	After these transactions (+ late payments £662.23)
Income	10.00 24.85	Seamoor Lotto Compost Chagford
Transfers between accounts	25.00	Church Clock Fund
Total transfer to balance EMR	250.00 298.79	Parish Inclusion Fund
M Pratt – Toilet Planning Application	117.00	After Agenda published
Gold Coast Media - Website	120.00	After Agenda published

20. **Devon & Cornwall Police Report** - Cllr J Palmer update - There was a survey on Domestic Abuse (short deadline)

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



- a) **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 £608.00.

**b) Social Media over the past month.**

<b>FACEBOOK</b>		<b>Website</b>	
New Likes	2	Users	602
Page Reach	2022	Sessions	911
Post Engagements	833	Pages most viewed	PC Minutes/Agenda = 96 Traffic Info = 84 Q&A Session = 82 SCEnSus = 65 News = 52
		<b>Website Emails</b>	
		Sent	4754
		Opened	2636
		Links followed	39

**22) Councilors’ reports and items for future agenda**

- a) Cllr Coleman requested that SCPC consider a long-term strategy for the support of the New Inn into the future. This to be added to next month’s Agenda

**23) Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues April 6<sup>th</sup> 2021 Meeting 7.30pm - Virtual meeting via Zoom.

Signed M. S Pratt Marion Pratt, Clerk to Sampford Courtenay Parish Council Mar 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)**

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