

MINUTES OF SAMPFORD COURTENAY PARISH MEETING

Date and Venue – Tues 6th April 2021 – Virtual Zoom Meeting

Present – Cllrs M Carpenter, J. Friend, B. Tucker, M. Wilson & J. Palmer & Clerk M. Pratt
+ 5 members of the public.

1. **Chair Michele Wilson** – welcomed everyone to the meeting and explained that as current legislation stands this will be the penultimate SCPC meeting via Zoom as after 7th May all Council meetings will have to revert to Face-to-face meetings.
2. **Apologies** – received from Cllr Coleman
3. **Public Participation**
 - a) **Okehampton – Exeter Rail Line** – currently not scheduled to stop at Sampford Courtenay Station – the Clerk, and SCEnSus sub-committee had received various correspondence regarding the recent announcement that Sampford Courtenay Station would not currently be a stop when the Okehampton to Exeter railway re-opens later this year.

Cllr Wilson had today received an email from the Managing Director of GWR explaining that both Network Rail and GWR are willing to consider limited Sampford Courtenay stops next year, albeit that they will need to be sure that these will not impact on the future opening of Okehampton Parkway.
 - b) Query of Water pollution in stream at New Inn – a report and photos of a white foamy substance had been forwarded by Cllr Wilson to the Environmental Agency, who, after investigation, confirmed there was no pollution and no evidence of contamination. The **Incident line for the Environmental Agency** for parishioners to report things like this direct is **0800 80 70 60**.
4. **Declarations of Interest** – please note special dispensation below.
 - a) **After seeking advice from DALC the Clerk has issued a Dispensation for all Councillors to be able to comment on the Planning Application listed as Item 7c.**
5. **Minutes** to approve and sign the Minutes of – Virtual Meeting held on Tues 2nd Mar 21 **(already published on Noticeboards and Website)** these were approved and will be signed after the meeting.
6. **WDBC Report** - None
7. **Planning** – to consider the following planning applications:
 - a) 0633/21/FUL – Erection of barn – Willey Farm – Mr Mawle - COMMENTS BY 26th Apr UNANIMOUS SUPPORT
 - b) 0722/21/FUL - Extension to existing agricultural barn – Furzedown Farm - Mr T Francis – COMMENTS BY 8TH APR UNANIMOUS SUPPORT

- c) 0413/21/FUL – Public Toilets – Replace roof covering, windows & doors – COMMENTS BY 29TH April UNANIMOUS SUPPORT

Cllr Carpenter (lead on this project) re-iterated in response to written objections from Cllr Coleman

- Cllr Carpenter has consulted with architects and building surveyors as part of the process of making this application.
- Hand drawn plans do comply with planning application regulations. (Although Cllr Coleman did offer to produce CAD drawings, this was after the application had been submitted)
- Cllr Carpenter would still like Cllr Coleman to substantiate his statements and explain exactly what is “misconceived” in SCPC replacing the roof, windows and doors of the public toilets in order to preserve the integrity of the building for the proposed Phase II improvements which will further address DDA compliance.
- Cllr Wilson added that although Cllr Coleman has frequently stated that he is confident he can source the 100% funding of the estimated £50,000 to make the public toilets fully DDA compliant – he has so far not provided evidence of how, where or when this funding can be achieved.
- Cllr Friend – commented that SCPC are more likely to gain funding once the fabric of the building is secured.

- d) 1265/21/ARC – Approval of Reserved Conditions – 3496/20/LBC – West Hill House – COMMENTS BY 6TH MAY. UNANIMOUS SUPPORT

WDBC Planning Decisions: -

- e) 4276/20/CLP – Virginia Cottage – Mr D Matravers - Withdrawn

8. [Letter of Commendation from HM Lord Lieutenant of Devon personally thanking Chair Michele Wilson and SCPC and Volunteers for their work in supporting parishioners during the pandemic.](#)

9. [Long Term Strategy for New Inn \(paper circulated to Cllrs by the Chair\)](#)

- Most up to date information from current landlords is that the company enters insolvency 20th April next; but there is still a hope that someone will take over the tenancy.
- As far as SCPC are aware, Heavitree Brewery are not intending to sell the property, but may put Managers in until a new tenant can be found.
- The paper above outlining possible actions SCPC could take will be made available on the Website or by contacting the Clerk and the question of whether parishioners feel it would be a good idea for SCPC to register the New Inn as a Community Asset, will be discussed at the Annual Parish Meeting on 20th April.
- Regarding Cllr Coleman’s personal strategy for the New Inn via his Community Interest Company he wrote – “ the initiative is well advanced at the request of (seemingly) many Parishioners who wish to be members/guarantors of a CIC”.
- SCPC resolved to consider all proposals set out in the business case being prepared as part of the CIC Rescue Plan once circulated.

10. **Question & Answer meetings** – the next Q & A Session on 20th April will be the Annual Parish Meeting. A paper listing some ideas for discussion will be available on the Website or from the Clerk. If you have any ideas you would like discussed please let the Clerk know as soon as possible.

Date and Time	Topic
Tues Apr 20 th 7:30pm	SCPC Annual Parish Open Meeting
Tues May 18 th 7pm	Past Present & Future for Sampford Courtenay

11. **Repairs to Noticeboard in the Square & Refurbishment of pinboards at both Bus Shelters** – (Paper & Quotes circulated to councillors)

Proposal

Clerk to source Sundeala Board to replace board at back of Noticeboard in the Square and find local handy person to fit it and drill ventilation holes. (Cllr Carpenter will speak to local handy person)

Proposed ...Cllr M Wilson..... SecondedCllr J Palmer Supported Unanimously

12. **Election Thurs 6th May** – will include election for 2 vacancies on the Parish Council.

Publication of Statements of Persons Nominated	1600 hrs Fri 9 th April 2021
Publication of Notice of Poll	By Tues 27 th April 2021

Details of Nominees are now published (opposite) It is hoped that all candidates will be able to attend the Annual Parish Meeting on 20th April and introduce themselves to parishioners.

13. Parish Priorities –

a) Safer Roads – Cllr M Wilson

- Finger posts at Sampford Chapple have been replaced & Cllr Wilson has sent details and map of the other finger posts that still need replacing.
- Highways have confirmed that the New Signs at the entrance to the Parish can have the wording

SAMPFORD COURTENAY
 PRAYER BOOK REBELLION 1549
 PLEASE DRIVE CAREFULLY

This is a draft proposal being prepared for agreement.

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

- i) Paper Poll re Community Garden/Village Green proposals. – 25 Responses so far – 1 = Wildflower area, 2 = Bulb planting 3 = Bug Hotel 4 = Fruit trees 5 = Pond.
- ii) Re-opening of SC Station (See Item 3 a above)
- iii) Spring Clean Litter Pick – well supported with over 25 parishioners taking part.

- iv) Tesco Crediton offering more plastic recycling. Letters to WDBC & Okehampton supermarkets.- there has been no response from either WDBC or the supermarkets yet.
- v) Up-dated Parish Plan for Annual Parish Open Meeting on April 20th. – available to view on the Website.
- vi) Additional “Communication” boards at the 2 Bus shelters. Approx cost 2.4 x 1.2m Sundeala Board = £67 + VAT per sheet.

Proposals

1. That SCPC supports and offers funding for the community notice boards, as per the draft outline submitted by David Botting-Page

ProposedCllr M Wilson SecondedCllr J Palmer SUPPORTED UNANIMOUSLY

Cllr Wilson asked that DBP come back to SCPC with more detailed idea and costings for external signs/signposts for “Community Hub”. This funding can come from the EMR – Parish Enhancement Fund.

- c) Refurbishment of the Public Toilets – Cllr Carpenter confirmed that he has spoken to a local Building Control Inspector who has confirmed that the toilets will not need Building Control Approval.
- d) Village Hall – Cllr M Carpenter reported that the Roof Appeal has now passed £30,000 thanks to generous local donations and recent fund-raising events. The Take Away Curry night and Easter Sundaes Trail has raised over £1,200. £17,000 of that will be spent over the next month on fitting new double-glazed windows to the main hall. (These will be “like for like” windows, but using modern building methods, and will not look significantly different from the original windows.

Cllr Wilson asked if a diary/blog was being kept of fund-raising events and building work to form part of the future history of the hall.

Cllr B Tucker wished it noted that the fallen branch from the tree in the grounds of the Village Hall has been cordoned off and is being dealt with.

- e) Broadband/Mobile Coverage Survey – SCPC letter to Mel Stride re lack of coverage in Sampford Courtenay -Cllr J Friend gave a brief history of the lack of connection to Superfast Broadband in the parish.
 - 10 yrs ago Connecting Devon and Somerset was set up to deliver faster broadband to all rural areas.
 - Openreach connected fibre to the green cabinet. But being 2 miles away it had no impact on SC service.
 - 5 yrs ago CDS offered £500 vouchers per property for 4G connection via South West Mobile Broadband which worked for some parishioners.
 - 2 yrs ago a similar voucher scheme was offered by Airband – but again pockets of the parish that are in a dip or surrounded by trees cannot benefit from this scheme.
 - Aug 2020 – OFCOM launched its Universal Service Obligation stating that all households have a legal right to a download speed of 10mbs.
 - Cllr Friend has registered with this site and has been told that he should get Fibre Broadband by August this year.

On behalf of all other parishioners, and as a follow up to the Survey sent out in October, Cllr Wilson is meeting with someone from the Cabinet Minister's Office for Economy and Skills to formulate a fully informed letter to send to Rt Hon Mel Stride.

Since the meeting Openreach have been in the Village "mapping out" properties around the Square and New Inn for the installation of FIBRE TO HOUSE. Hopefully fitted by August this year. Parishioners will still have to contact their current or alternative Internet provider to actually connect once this work has been done.

SCPC advise any parishioner with a download speed of less than 10mbs to register on the [Universal Service Obligation site](#) so that more areas of the parish can be similarly connected.

14. **Footpaths/ P3** – Cllr M Carpenter

- a) **Weirford Lane** – has been completed and now forms a good platform to view the Prayer Book Rebellion Battle fields.
- b) **Broken stile at Honeychurch** – Cllr Wilson has sent photos to Ros Davies at DCC who will provide a "kissing gate" type stile to replace the rotten one. Cllr Wilson still negotiating with landowners re fitting the new gate.

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

16. **Approval of Annual Governance Statement (Circulated to councillors)** Approved unanimously.

Cllr Wilson has also prepared an additional paper to accompany this year's Audit returns that details chronologically the payments disputed by Cllr Coleman (and un-identified parishioners) made to St Andrews/Village Hall Fund. It will explain that this money was fund raised/not precept monies; democratically voted on at a Public meeting and subsequent SCPC meeting; and paid into a fund that had been credited with 2 previous payments of £500 each during Cllr Coleman's tenure as Chair and not challenged by either parishioners or Auditor on either occasion.

It would have been helpful if Cllr Coleman (clearly knowing these facts) could have explained this and allayed parishioners' fears of underhand accounting by the parish council.

17. **Finance** – the following payments were approved and will be actioned by Clerk after the meeting.

- a) Agree where to allocate Wind Turbine Income in Ear Marked Reserves.

Proposal – That this year's £1,250 (just received) be allocated to the EMR – Parish Enhancement Fund where it may be used for future projects on the Village Green or elsewhere throughout the parish.

Proposed – Cllr Wilson Seconded – Cllr Palmer Agreed Unanimously.

Clerk salary & Expenses	230.00	March hours = 62
HMRC	35.00	
Tracy Mombeyarara – Toilets	90.70	5 weeks to 29/3/21 + £3.50 sundries
N Power – DD – Toilets	TBC	Last invoice
EDF – DD- Toilets	TBC	£8 DD on 8 th of each month
Burridge Printers – Chair’s Letter	£32.00	
Stamps – Chair’s Letter – M Pratt	£31.68	
Eco Survey – Toilets £80	FOC	CIK from Jason Gillingham
Community Business Training – M Pratt	£38.93	
Colin Lethbridge – Weirford Lane	2018.98	
Bank Charge	18.00	3 months @ £6 per month.
Total Payments this month	£2,495.29	
Reserve Account = EMR	£26,787.00	After these transactions & transfers
Current Account	£-95.09 £154.91	After these transactions Trns of UnEMR of £250 so not to leave neg balance.
Income	£1,250.00	Wind Turbine Money. Seamoor Lotto
Transfers between accounts from EMR Total transfer to balance EMR	£199.47 + £250.00 as per above	Transfers to balance EMR and leave +ve balance in current account.

20. **Devon & Cornwall Police Report** - Cllr J Palmer update -

- a) Automatic Number Plate Recognition Survey – published on FB and Webmail sent out.
- b) Recent correspondence has been about G7 Security spending and Cyber Security Training.

- a) REMINDER – Covid 19 Vaccines are available for anyone aged 50 or over, or those with underlying health conditions. Please contact your GP or book online at <https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/book-coronavirus-vaccination/>
- b) DALC Training – Decision Making from 7th May – Tues 30th Mar
- c) Parish On Line Training – Thurs June 24th FOC
- d) Local Council & Community Business Training – 29th Apr - £38.93
- e) **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 £620.50

f) Social Media over the past month.

Facebook		Website	
New Likes	3	Users	596
Page Reach	1862	Sessions	912
Post Engagements	1065	Pages most viewed	Village green - 177 Council minutes - 83 Calendar - 70 Dartmoor mag mires - 52 (audio play) Elections - 51
		Website emails	4215

- 22) **PRIOR NOTICE ROAD WORKS** – 29th April – 21st May 1900 – 0700 hours A3072 – Sampford Courtenay, Greenhill to De Bathe Cross. More details can be found on the Noticeboards and Website.
- 23) **NEW WASTE COLLECTION CALENDARS** – Cllr Palmer asked why new Calendars had not been included with Council Tax Bills this year. Clerk will contact WDBC and report back. Plus several parishioners are still waiting for replacement Recycling bins to be delivered.

Since the meeting Cllr Friend has reported that WDBC will not be producing paper copies of the Waste Collection Calendar this year. Those with internet connection can check their collection day on the Website.

- 24) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues 20th April = Annual Parish Meeting and May 4th 2021 Meeting 7.30pm - **AGM** - Virtual meeting via Zoom.

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