

MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

To Members of Sampford Courtenay Parish Council You are duly summoned to attend the next meeting

Date and Venue – Tues 7th Sept 7.30 pm at Sampford Courtenay Village Hall (public are invited to attend via Zoom link below or in person.)

1. **Present** : Cllrs M. Wilson, J. Palmer, P. Collins, M. Carpenter, M. Morrissey, C. Coleman, J. Friend & B. Tucker + Clerk M. Pratt + 2 members of the public.
2. **Apologies** – Cllrs James McInnes & L. Samuels.
3. **Public Participation**
 - a) Cutting back overhanging vegetation from Public Footpath on Green Hill to New Inn Bridge. – Cllr B Tucker has been in contact with Devon Highways regarding this matter but is still awaiting a response.
 - b) Concerns regarding Emergency Vehicle Access through the Square. – The Clerk has been in contact with NT Fire Service and is still awaiting a response. But SCPC would politely ask all residents to park considerately throughout the parish, especially with access for emergency vehicles in mind.
 - c) Concerns regarding speed of vehicles particularly large lorries entering the village from Green Hill – recent road closures resulted in an increased volume of traffic and large vehicles through the parish. Clerk asked to write to local haulage companies to thank their responsible drivers and remind others of the need to drive according to the speed limit.
 - d) Signage at Belstone Corner – the Clerk showed a photograph of one of the two signposts either side of the bridge that clearly designates the area as “Belstone Corner”. It was felt that Highways would not authorise additional signposts on the verges in that area. But perhaps additional signage for Sampford Courtenay Station would be erected once the station re-opens.
4. **Declarations of Interest** – Cllr Coleman declared his interests regarding Item 9a and Item 9f.
5. **Minutes** to approve and sign the Minutes of – Hybrid Meeting held on Tues 3rd Aug 21 (already published on Noticeboards and Website) the Minutes were unanimously approved and signed.
6. **WDBC Report** - None
7. **Planning** – to consider the following planning applications:
 - a) 3049/21/PPA – Langabeer Farm- Proposed Polytunnel – Prior Approval Application
INFO ONLY
 - b) 3061/21/ARC – Methodist Chappel – Approval of reserved conditions – INFO ONLY

WDBC Planning Decisions: -

- a) 2519/21/AGR – Langabeer Farm, South Tawton – Proposed Polytunnel – **AG Determination Details required.**
- b) 3523/20/CLE – Land near Beer Farm Cottages – Certificate of Lawfulness for existing use of building as a dwelling - **Refusal.**

8. Fitting of defibrillator & Training - LBC submitted approval awaited

9. Parish Priorities –

- a) Dartmoor Line – Sampford Courtenay Station <https://www.dartmoor-railway-sa.org/>

SCPC Dartmoor Line Questionnaire -Questionnaire distributed 308 responses + 80 paper copies returned to the NTTTC. Cllr P Collins asked if in future, the authors of any Survey could be attributed. He felt if this survey had shown it was attributed to SCPC & NTTTC it may have had more gravitas.

SCEnSus have arranged with NWR to include a clean up around Sampford Courtenay Station and car-park at 11am on Sunday 26th September together with the Autumn Parish Clean Up.

Driver Training will commence on 20 September and last for 6-8 weeks. This means there will be frequent trains operating along the line and for your safety, please ensure you do not access the line.

- b) Refurbishment of the Public Toilets – Cllr Carpenter update including Phase 2

Applications are invited from District and Unitary Authorities for funding from the £3m fund to increase the number of Changing Places toilet facilities across existing buildings in England. The funding will improve access for people who cannot use standard accessible toilets. West Devon sits in Band C which means opportunity to bid for between £90-£100k of the funding based on need from research carried out by MDUK Expressions of interest by the WDBC are to be submitted by 26th September we await an update for funding consideration based against our needs

<https://www.gov.uk/government/publications/changing-places-toilets-programme-prospectus/changing-places-toilets-programme-prospectus-html>

Cllr Carpenter has asked Cllr L. Samuel if SCPC would be eligible for some of this money.

- c) Safer Roads – Cllr J Palmer Community Speed Watch Update – volunteers will be available to re-commence speed checks in the parish again after the school holidays. The police have agreed to re-visit Sampford Chapple to see if there is a safe spot to conduct surveys in that area too.

- d) SCEnSus – please see Minutes of the Meeting on Website.

- 18th Sept 2.30 pm Village Green – Bug Hotel Workshop

- 26th Sept 11am – Autumn Clean Up – meet at Sampford Courtenay Station
- 16th Oct – Commemorative Bulb Planting on Village Green for Tim Edwards.
- 2nd Nov – 6.30 pm Village Hall or on Zoom – next meeting.
- Plant Stall in the Square – has now been passed to SCEnSus to raise funds for future projects. In this Harvest Season, if you have spare produce or seeds to swap, please place on the stall for others to pick up for a small donation. Thank you.

e) Village Hall – Cllr M Carpenter

- Cllr Carpenter said that the recent Harvest Tea had been well supported with a profit of £437 to the Roof-Us Fund.
- Positive feed-back had been received regarding the Lottery Fund Grant Application currently being assessed
- Cllr Carpenter thought that the Roof-Us Fund currently stood at £35 k - £18 k for the windows = £17 K. He would check with the Treasurer and give an up-date at the next meeting.
- Cllr Carpenter also confirmed that VHC had agreed to the building of a secure cupboard to house the equipment and limited archives, building and fitting of the cupboard to be covered by the SCPC EMR – Village Hall.
- Following enquiry with the SCPC Insurance use of the projection and screen facilities by outside groups needs to have insurance cover to replace the equipment if damaged during use. Clerk will email details of value to Cllr B Tucker, so that he can make arrangements for Insurance Cover prior to the forthcoming Slide Show and Talk.

f) **Broadband/Mobile**– Email from Airband detailing other properties they are surveying for fibre within the parish. Q&A Session regarding Broadband Provision hopefully to be arranged for sometime in November.

Liaison is ongoing with the Lead for the WDBC Community Broadband Project set up for two years to help drive broadband provision in areas with poor connectivity

West Devon Community Broadband Project – please use this link to register if you want better broadband connectivity. <https://www.westdevon.gov.uk/community-broadband>

Parishioners are encouraged to register at the above link. The more who register, the more likely we are to get a positive outcome.

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

- New stile at Honeychurch has been completed. Cllr Collins said it was a shame a galvanized stile had been used, rather than sustainable wood. Cllr Wilson said that as DCC provided and fitted the stile FOC, we had to go with their choice.
- The Clerk has received notification of a sizeable P3 grant this year, in preparation for this Cllr Carpenter, Morrissey and DBP have walked various footpaths in order to prepare detailed “Work orders” to send out for tenders.
- Cllr Friend asked if the footpath behind the Village Hall – Bulland Cross to Weirford Lane was still a priority. Cllr Carpenter confirmed that it was – but careful consideration of how to prevent stone slippage into the road had to be made.

11. **Village Green Report** – Cllr J Friend (circulated to councillors) – Clerk asked if 2 pieces of treated timber to repair the bench as recorded by Cllr Friend in the past 2 reports could be purchased, so that the repair could be implemented.

12. Withdrawal of Annual Governance and Accountability Return as submitted to External Auditor'. – Cllr Coleman

(FYI – some explanatory notes from the Clerk - a) Submission Deadline for AGAR forms to PFK Littlejohn = Fri 2nd July; additional fee of £200 + VAT for late submissions b) Specifically instructed to only submit documents as requested. These are all published on SCPC Website. More information can be found on the [PFK Littlejohn](#) website)

- Cllr Coleman asked if any further legal advice had been sought since the last meeting. Cllr Wilson and the Clerk confirmed that there had not.
- The Clerk displayed an annotated copy of Cllr Coleman’s paper for the meeting to view and consider factual corrections to statements Cllr Coleman had made in his paper, and seeking further clarification for various statements from Cllr Coleman. (A copy of this paper and annotations will be available on the Website)
- After full consideration of all points raised above the following proposals were voted on.

Requests by Cllr Coleman set out in his paper submitted to other Councillors on Tuesday 3rd August.

a) Standing Orders are suspended in order that the resolutions made under Minute 18 of the Meeting Held 1st June 2021 may be reconsidered; specifically, the approval and signing of Sections 1 & 2 of the Annual Governance and Accountability Return.

Proposed Cllr Coleman Seconded ... Not seconded.

b) Cllr. Wilson confirms that she has referred herself to the *principal authority monitoring officer for consideration under the Parish Council code of conduct* specifically in respect to her clear attempt to avoid the law by *‘the withdrawal of the payment already made and its redirection via the village hall’* observing the legal advice received from the National Association of Local Councils.

c) Cllr. Carpenter and Cllr. Palmer confirm that they have referred themselves *‘to the principal authority monitoring officer for consideration under the Parish Council code of conduct’* observing the legal advice received from the National Association of Local Councils in respect to.

(i) initial unlawful gift made to St. Andrew’s Church contrary to Section 8(1)(i) Local Government Act 1894

(ii) their clear attempt to avoid the law by *‘the withdrawal of the payment already made and its redirection via the village hall’*.

Proposal from Cllr Coleman – as the proposal at 12a was not seconded, the following proposals at 12 d i and ii were withdrawn.

d) Pre-requisite on a) above being agreed it is requested that

i) Councillors review the AGAR submission of the 6th June 2021 in respect of Part 1, to reconsider the items at 1.2 & 1.3 and

ii) if changes are made, for a request be made to the External Auditor to withdraw the submitted AGAR and accept the newly agreed AGAR, as at this meeting.

Proposed – Cllr Coleman **Seconded**

Proposal from Clerk/Responsible Financial Officer

That as per previous years, SCPC await Report from PFK Littlejohn (External Auditor) and implement any recommendations for the coming year.

Proposed - M Wilson **Seconded - M Carpenter.**

Proposal carried 7 for and Cllr Coleman abstained.

Cllr Coleman stated that he would continue to pursue the matter with the External Auditor on his own initiative in the interests of probity and transparency.'

13. **Finance** – following payments were agreed and will be made after the meeting.

Clerk salary & Expenses	265.00	Aug hours = 21
Tracy Mombayarara – Toilets	95.10	
EDF	11.00 DD	Toilets – Electricity
Burridge Printers – Dartmoor Line Survey	68.40	EMR – Dartmoor Line
M. Pratt – Survey postage & envelopes	35.35	EMR – Dartmoor Line
SWWA – Toilets	89.65	
M. Wilson – Ballast for Telephone Box	20.76	EMR – Parish Enhancement
M. Wilson – Wildflower Seed etc	60.98	EMR – SCEnSus
M. Wilson – Flower Troughs	150.00	EMR – Parish Enhancement
Total Payments this month	796.24	
DALC	18.00	Re-present this month.
Reserve Account = EMR	28,786.19	After these transactions & transfers
Current Account	244.59	

Income	10.00	Seamoor Lotto
Transfers between accounts	310.98	From Reserve to Current

- The Clerk pointed out to Councillors that the Current Account stands at £244.59 as shown above after 6 months. The 2nd Precept payment is due to be paid in September.

14. Open Meeting Oct 19th – The SCPC Annual Autumn Parish Meeting will be held in person at the Village Hall or via Zoom and suggested topics for discussion are as follows:

- SCPC – up-date for 2021- Cllr M Wilson
- Village Hall up-date of Fund Raising so far, consultation on What Residents want for the future. What is currently planned for 2021/22. – Cllr B Tucker
- St Andrew’s Church – up-date for 2021 – Church Warden
- Queen’s Jubilee 2022 – June 22nd – June 25th – joint Parish Event. Volunteers to form a Working Party with a request that this be lead by the VHC.
- SCPC Parish Commemorative Bench for the Queens Jubilee from VE Day EMR
- Parish Enhancement of the Village Green through Purchase of Picnic Benches from EMR
- Update on Sampford Courtenay Station re-opening
- Open Reach / BT fibre, Community Broadband Project updates
- Lost Footpaths Project – David Boting Page.

15. Devon & Cornwall Police Report - Cllr J Palmer update - the figures below are for Sampford Courtenay, North Tawton out to Chagford etc – but are reassuringly low.

Okehampton Rural East

Recorded Crime - 01/08/2020 to 31/07/2021

Crime Group	Recorded Crime This Year	Recorded Crime Last Year	Recorded Crime % Difference	Recorded Crime This Year Per 1000 Population
Violence with Injury	21	31	-32.3%	2.42
Violence without Injury	23	24	-4.2%	2.65
Stalking and Harassment	27	24	12.5%	3.11
Rape	4	3	33.3%	0.46
Other Sexual Offences	6	10	-40.0%	0.69
Robbery	0	3	-100.0%	0.00
Burglary Dwelling	5	8	-37.5%	0.58
Burglary Non-Dwelling	11	27	-59.3%	1.27
Vehicle Offences	7	11	-36.4%	0.81
Theft from the Person	0	1	-100.0%	0.00
Bicycle Theft	0	3	-100.0%	0.00
Shoplifting	3	1	200.0%	0.35
All Other Theft Offences	22	27	-18.5%	2.53
Arson	1	2	-50.0%	0.12
Criminal Damage	22	22	0.0%	2.53
Public Order Offences	13	11	18.2%	1.50
Possession of Weapons	0	1	-100.0%	0.00
Trafficking of Drugs	3	1	200.0%	0.35
Possession of Drugs	5	10	-50.0%	0.58
Other Offences	5	6	-16.7%	0.58
Total	178	226	-21.2%	20.48

16. COVID ROAD MAP - <https://www.gov.uk/guidance/covid-19-coronavirus-restrictions-what-you-can-and-cannot-do> this is a good website to keep up to date with Covid Guidance.

17. REPORT IT - <https://www.devon.gov.uk/roadsandtransport/report-a-problem/> residents are reminded you can report lots of these things direct on the link above. Thank you.

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

a) Thank you to Cllr B. Ratcliffe who helped track down those responsible for Harvey’s Close Bungalows. This is now a company called [Livewest](#). And Clerk has been informed that the housing officer will be visiting to assess any work that is required.

b) **DALC AGM & Conference** – 5th – 7th Oct.- Clerk booked to attend

c) Scribefest Conference – 29th Sept – Clerk booked to attend

d) **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 £675.50

Social Media over the past month.

Facebook		Website	
New Likes	312	Users	518
Page Reach	2942	Sessions	723
Post Engagements	1083	Pages most viewed	Parish minutes/agendas - 24 Roundabout - 21 Calendar - 20 New residents - 17 News - 13
		Website emails	Delivered - 6085 Opened - 2704 Clicks - 167

19. Councillors’ reports and items for future agenda. (Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making)

- a) Cllr Coleman – Reports from SCPC Committees, Sub-Committees and Working Parties
- b) Cllr Coleman – Request for full report of Q & A Session with Came & Co arranged by DALC.
- c) Cllr Coleman – Sharing of Council emails and placing in public domain.
- d) Cllr Collins – Concern for continued issues of Fly-tipping in Honeychurch area.

20. **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues Oct 5th at 7.30 pm at the Village Hall and via Zoom.

Signed M. S Pratt Marion Pratt, Clerk to Sampford Courtenay Parish Council Sept 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					
May 4 th AGM & Normal Monthly meeting.	June 1st	July 6th	Aug 3rd	Sept 7th	Oct 5th
Oct 19 th Open Meeting	Nov 2nd	Dec 7th	Jan 4th	Feb 1st	Mar 1 st + Finance Meeting 22 nd Mar