

MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

Date and Venue – Tues 5th Oct 7.30 pm at Sampford Courtenay Village Hall (public are invited to attend via Zoom link below or in person.)

THIS MEETING WAS RECORDED

1. **Present** : Cllrs M. Wilson, M. Carpenter, P. Collins, M. Morrissey, J. Friend, B. Tucker & C. Coleman & Clerk M. Pratt & 3 members of the public.
2. **Apologies** – Cllr J. Palmer
3. **Public Participation** - None
4. **Declarations of Interest** – Cllr Coleman declared his interests regarding Items 12a and 12 f
5. **Minutes** to approve and sign the Minutes of – Hybrid Meeting held on Tues 7TH Sept 21 (already published on Noticeboards and Website) Were agreed and signed by the Chair.
6. **External Auditor's Certificate and Report** (already circulated to Councillors published on the Website) External Auditor comments as detailed on the Certificate were :-

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The smaller authority has confirmed that it has not complied with the governance assertion in Section 1, Box 3, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.

7. **WDBC Report** - None
8. **Planning** – to consider the following planning applications:
 - a) 2941/21/LBC – Listed Building Consent for fitting Defibrillator in Phone Kiosk in the Square.
COMMENTS BY 14TH OCT. SUPPORTED 6 For 1 Abstention
 - b) 2795/21/HHO – West Hill House – resubmission of planning for single storey timber conservatory. (3495/20/HHO) COMMENTS BY 28TH OCT.
 - c) 2796/21/LBC – West Hill House – Listed building consent for above application.
Items 8 b and c were unanimously SUPPORTED.

WDBC Planning Decisions: -

- a) 1378/21/FUL – Station Farm – Demolition of Agricultural Building & replace with dwelling.
CONDITIONAL APPROVAL.

9. Draft Memorandum of Understanding from Monitoring Officer regarding relationship regarding Planning Matters between Parish Councils and WDBC.

It was agreed to defer further discussion on this matter until more details had been received from the Monitoring Officer regarding this new MOU.

10. Vacancy for SCPC Representative on Village Hall Committee – Cllr P. Collins has kindly volunteered to take Cllr M. Carpenter's place on the VH Committee.

Proposed Cllr Coleman

Seconded ...Cllr Wilson

This was unanimously supported and thanks given to both Cllr Carpenter and Cllr Collins.

11. Fitting of defibrillator & Training – see Planning Item 8 a above – awaiting Planning Decision. If successful Clerk will submit papers to adopt the kiosk.

12. Parish Priorities –

- a) Dartmoor Line – Sampford Courtenay Station <https://www.dartmoor-railway-sa.org/>
i) Survey update – there have been over 500 responses to the survey. Cllr Wilson is currently analysing the data which will be presented at the **Open Meeting on 19th Oct** and then published on the Website.

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

Proposal 1

In view of the deteriorating condition of the roof I would recommend the following: -

1. The Ladies Toilets are closed on Health & Safety grounds
2. We instruct the contractor to undertake the works to replace the roof to avoid the building potential becoming totally unusable and review the costings again in January for the completion of the whole project to see if finances allow.

Proposed – Cllr M Carpenter

Seconded – Cllr P Collins

Supported 6 for and 1 Abstention.

Cllr Morrissey thanked Cllr Carpenter for his due diligence in bringing this to the attention of the council.

Cllr Wilson highlighted that no response had been received regarding the request for part of the £100k Government grant that had been awarded to cover the whole of WDBC.

- c) Safer Roads – Cllr J Palmer **Community Speed Watch Update** – 3 sessions have been conducted this month 51 out 192 vehicles were exceeding the 40 mph. One vehicle was recorded as doing 79 mph – however due to sun direction the number plate was unreadable. The group also received verbal abuse from a driver of a Highways vehicle.

SCPC would like it recorded that abuse like this, or of any kind, is totally unacceptable. The Clerk will email Highways Dept to inform them of this matter.

It was suggested that the CSW volunteers could use video/headcams during their sessions so that if there are further incidents of abuse, it can be used as evidence.

- d) SCEnSus -
- i) Bug Hotel Event report - £80.40 profit – the Re Use your Plastic display was also taken to Okehampton Charter Hall and Bondleigh on Sat 25th Sept all as part of the Great Big Green Week.
 - ii) Autumn Clean Up from SC Station – provided an opportunity for local residents to ask questions of NWR, and for the station and surrounded area to be litter picked. Thank you.
 - iii) Electric Charging Points in the parish – Cllr Collins – this will be considered at the next SCEnSus meeting.
 - iv) Domestic Energy Efficiency Workshop in conjunction with VHC – Cllr Tucker – is going to suggest that this is combined with the next Come, Buy and Chat Event in November.
 - v) Planting of Bulbs in memory of Tim Edwards – Sat Oct 16th 11am – SCPC would like to invite anyone interested in this to come along to the Village Green to help plant the bulbs. Cllr Wilson proposed that money raised at the Bug Hotel Event be used to purchase bulbs, this was Seconded by Cllr Carpenter and carried unanimously.
 - vi) Wildflowers at Red Post & Memorial bench – SCPC apologised that the position of the bench was not checked with neighbouring land owner prior to positioning (as was initially agreed via the Clerk)
- e) Village Hall – Cllr M Carpenter reported that the Lottery Fund for £100k had successfully passed through the first Stage. There is now 6 months of hard work to progress it through Stage 2. The next event is the “13 Lives Talk” on 18th Oct.
- f) **Broadband/Mobile**–
- i) CDS Airband Contract update (report circulated by Clerk) – Cllr Wilson & M. Pratt have had a meeting with Airband and will give a presentation at the **Open Meeting on 19th Oct** regarding those properties in the parish who are already registered with Airband for Fibre to the Premises; those who are on the Fibre Route – so could register; and those who are currently not on the Fibre route but could possibly access the Fibre route by combining with neighbours to create a partnership.
Cllr Wilson also applauded the fact that SCPC has 5 members who have signed up with WDBC to be a “Broadband Champion” – their contact details will soon be available on this website <https://southhams.gov.uk/broadband-champions> and they will be able to give you the latest information for this area.
 - ii) Delay in completion of Fibre to House – Cllr Friend has applied personally via Universal Service Obligation for this connection, which was promised for this summer. He is still waiting and asked for the support of SCPC to contact OFCOM to complain about the delay. Cllr Wilson suggested that he explain that Improved Broadband and Mobile Service for the whole parish is a main priority for SCPC and would therefore fully support him to resolve the issue.
- g) **Footpaths/ P3** – Cllr M Carpenter – is currently seeking quotations for the work detailed in our P3 Application. These will be available for consideration at the next SCPC meeting. The Clerk has also received notification to claim this year’s P3 Funding to cover this work.

12. Village Green Report – Cllr J Friend (circulated to Councillors) No issues to report. Cllr Friend did want to comment on the importance of SCPC paying for an Annual External Inspection – in light of a recent fatality due to neglect of playground equipment, reported on the TV.

13. **Finance** – Payments listed below were approved and will be paid.

Clerk salary & Expenses	265.00	Sept hours = 34
Tracy Mombeyarara – Toilets	71.28	
EDF	11.00 DD	Toilets – Electricity
Okehampton & District Community Transport Group	200.00	S137 – as agreed in Budget.
Village Hall – charge for meetings to date	91.00	May – Oct 19 th incl
Julie Carpenter – Website Admin	231.66	
M Wilson – plastic inserts for troughs in square	59.70	EMR – Parish Enhancement
PFK Littlejohn	240.00	External Audit
Total Payments this month	1169.64	
Reserve Account = EMR	28,704.27	After these transactions & transfers
Current Account	4,627.34	
Income	12.50 9.47 5,248.50	Seamoor Lotto Wayleave Precept second payment
Transfers between accounts	81.92	From Reserve to Current
West Country Grounds Maintenance	310.02	Received after publication of Agenda

14. **6 Month Budget Review** – (Spreadsheet and notes circulated by Clerk and will be published on Website)

Proposal – To close Parish Inclusion Ear Marked Reserve and move to S137 Fund.

Proposed – Cllr P. Collins Seconded – Cllr M Wilson Unanimously agreed.

Cllr Coleman wished it noted that he felt the Clerk’s presentation of the Accounts were exemplary. This was seconded by Cllr Morrissey.

15. Open Meeting Oct 19th – advertised as below

- Up-date on Dartmoor Line Railway Survey
- 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 led 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
- Open Reach / BT fibre, Community Broadband Project updates
- Lost Footpaths Project – David Boting Page.

Clerk asked if Village Hall would be prepared to serve Tea and Coffee for the meeting. Cllr Tucker will confirm after tomorrow’s Village Hall meeting.

Cllr Wilson asked that the Clerk also invite WDBC & DCC Councillors to attend + Gemma Bristow from WDBC – Community Broadband.

15. Devon & Cornwall Police Report - Cllr J Palmer update -

a) Tell Us Where You feel unsafe - <https://www.devonandcornwall-pcc.gov.uk/news-and-blog/multimedia-hub/tell-us-where-you-feel-unsafe-using-new-mapping-tool/>

b) Have your say on potential changes to firearms licensing. - <https://www.devonandcornwall-pcc.gov.uk/news-and-blog/multimedia-hub/have-your-say-on-potential-changes-to-firearms-licensing/>

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

a) Toilets Electricity – EDF – contract until March 22.

b) [Cllr. Coleman's] Challenge to the Annual Return and Governance Statement

Following the resolution of the Full Council at the meetings both in June and September to submit the AGAR to the External Auditors, *Cllr Coleman has written independently to the External Auditor with full disclosure regarding his self-referral in respect to the unlawful gift made by SC-PC in a clear attempt to circumvent the law as observed by the National Association of Local Councils. Item 12 of the minutes of the last meeting refer.'*

The External Auditor Response was Dear Cllr Coleman

Thank you for bringing this information to our attention. We note that the Council has correctly answered ‘No’ to Assertion 3 in relation to this issue. The monitoring officer investigation regarding the code of conduct does not impact on our opinion on the AGAR; therefore we plan to issue the report and certificate that was signed yesterday and close the challenge file.

Cllr. Coleman clarified that he had made no complaint in respect to the SC-PC Accounts (as implied by the agenda) the maintenance of which was exemplary, and the bookkeeping by the Clerk impeccable as stated under Item 14.

- c) Clerk attended Scribifest Conference 29.10.21
- d) Clerk to attend DALC 3 day Conference – 5th -7th Oct
- e) Commemorative Bench for Hugh Franklyn – now placed at Red Post.

17. **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues Oct 19th Open Meeting & Nov 2nd at 7.30 pm at the Village Hall and via Zoom.

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