

MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

Date and Venue – Tues 4th Jan 22 7.30 pm at Sampford Courtenay Village Hall (public are invited to attend via Zoom or in person.)

Present: Cllrs M Wilson, M. Carpenter, J. Palmer, J. Friend, B. Tucker, P. Collins & M. Morrissey + Clerk + 4 members of the public & 1 via Zoom.

1. **Chair** Michele Wilson welcomed everyone to the meeting and wished everyone a Happy New Year and drew councillors attention to the new Parish Directory prepared by the Clerk and published on Home page of the website and <https://www.sampfordcourtenay-pc.gov.uk/information-leaflets-links> which gives Emergency Numbers, Contact Details and helpful advice on how to stay warm and healthy.
2. **Apologies** – were received from Cllr Coleman
3. **Public Participation**
 - a) Email and Face Book message re excessive speed by some vehicles through the parish had been received by the Clerk- parishioners are reminded that they can:
 - i) report incidents directly to the Police on their Non-Emergency Number 101;
 - ii) we are still looking for volunteers to join our Community Speed Watch group
 - iii) SCPC will add 20mph Speed Limit within the Village to the Parish Plan priorities
4. **Declarations of Interest** – as Clerk I give a dispensation for Cllrs B Tucker & M Carpenter to contribute to the discussion and vote at Item 10 below. Cllr Collins as SCPC representative on the Village Hall does not need a dispensation, but can also contribute to the discussion.
5. **Minutes** to approve and sign the Minutes of – Hybrid Meeting held on Tues 7th Dec 21 (already published on Noticeboards and Website) were agreed and signed by the Chair.

(The Clerk reminded the meeting that the Arnold Baker Local Council Administration guide (7.36) states that “Minutes of proceedings of a council and its committees must be kept. They are intended as formal records of official acts and decisions, not reports, still less verbatim reports, of speeches made by councillors. Minutes should, therefore, be as short as is consistent with clarity and accuracy, and the arguments used in the discussion need be recorded only if the decision cannot be clearly expressed in any other way”) Hence the amendments requested by Cllr Coleman regarding his individual views were not added to the Minutes above already published.

6. **WDBC Report** - None
7. **Planning** – to consider the following planning applications:
 - a) **4405/21/PIP – Culverhayes – Planning in Principle for 1 – 5 dwellings and associated works to land west of Culverhayes – Rectory Hill. Comments 6th Jan 22**

The applicant and his agent attended the meeting and explained the proposed development.

Proposal – SCPC should submit No Comment at this stage of the application – Cllr Collins, Seconded Cllr Wilson – Agreed unanimously.

WDBC Planning Decisions: -

a) 3049/21/PPA – Langabeer Farm – Polytunnel – Prior Approval Required and given.

- 8. DALC call to lobby MPs for allowing Parish Councils to revert to Virtual/Hybrid meetings for both councillors and the public. (Chair's letter circulated to Councillors)** – Chair has forwarded letter to MPs Mel Stride, Sir Geoffrey Cox & Kemi Badenoch.
- 9. SCPC Assets & Insurance Cover Review. – Cllrs Collins & Morrissey (Report circulated to Councillors)** Actions proposed by Cllr Collins & Seconded by Cllr Morrissey in this report was agreed unanimously and will be actioned by the Clerk.
- 10. Grant Request from Village Hall for £2,000 to refurbish Village Hall Toilets. (EMR – Village Hall = £1951.67 – S19 – Local Government (Miscellaneous Provisions) Act 1976 – Powers to provide and equip building for use of clubs having athletic, social and educational objectives) (further information circulated to councillors)**
 - Cllr Friend proposed that EMR Village Hall should be reserved to fund any additional costs for Public Toilets.
 - Cllr Wilson assured Cllr Friend and parishioners that NO precept monies have been added to non-essential Earmarked Reserves for the past 3 years. The EMR referred to above has been built up over previous years from unearmarked income. If any such unearmarked funds became available in the future the full Council would consider where to direct the income

After careful consideration Cllr Collins proposed that a Grant of £2,000 should be awarded to the Village Hall towards this refurbishment. Seconded by Cllr Morrissey. Proposal Agreed unanimously.

11. Parish Priorities –

- a) Dartmoor Line – Sampford Courtenay Station <https://www.dartmoor-railway-sa.org/> - there is an OkeRail meeting later this month; and Cllr Wilson is liaising with NWR regarding a feasibility study following our recent survey.
- b) Refurbishment of the Public Toilets – Cllr Carpenter update – date to be confirmed for start of work on new roof etc.
- c) Safer Roads – Cllr J Palmer Community Speed Watch Update – none over the Christmas period.
SCPC did suggest that Parishioners please try and wear Highly Visible clothing when walking at night to make them more visible to traffic driving through the parish.

- d) SCEnSus - next meeting 1st Feb.
- e) Village Hall – Cllr P Collins – next meeting on 5th Jan. Cllr Collins will ask if Village Hall will consider allowing families, with poor Internet connection, use of the hall for home schooling if the Covid rules changed.
- f) **Broadband/Mobile**– Cllr M Morrissey – 96 + responses so far (33%) another meeting with the volunteers will be called to consider the next steps.
- g) **Footpaths/ P3** – Cllr M Carpenter – P3 forms for next year received. Deadline for return 14th Feb 22 – volunteers are currently walking and inspecting our Footpaths for this annual report. Thank you.

12. Village Green Report – Cllr J Friend (circulated to Councillors)

13. Amendment to Financial Regulations 2.7 regarding Internal Auditor. (notes circulated to Councillors)

Cllr Collins proposed amendment to above Financial Regulations. Seconded Cllr Wilson

SCPC shall ensure that External Auditors will be professional accountants who hold a current practising certificate; the Internal Auditor will be appointed at the discretion of the full council.

Agreed unanimously.

14. Finance – following payments were agreed and will be made by Clerk.

Clerk salary & Expenses	265.00	Dec hours = 21
EDF	11.00 DD	Toilets – Electricity
M.Pratt – Headcam for Speedwatch	34.99	
Total Payments this month	310.99	
Reserve Account = EMR	£37,269.59	After these transactions & transfers
Current Account	£2,409.26	
Income		Seamoor Lotto
Transfers between accounts	Zero	From Reserve to Current

14 a – New Contract for Clerk (circulated to Councillors)

Proposed by Cllr Collins and Seconded by Cllr Carpenter. Approved Unanimously.

Proposed by Cllr Morrissey and Seconded by Cllr Carpenter. Approved Unanimously.

15. Devon & Cornwall Police Report - Cllr J Palmer has received no updates since October.

16. Cllr Coleman Community Interest Company – (paper circulated to Councillors)

Having read Cllr Coleman's updated report on this Community Interest Company it has been set up independent of the Parish Council and its Specific Priority Objectives sit separate from Parish Council business.

It was proposed by Cllr Morrissey and Seconded by Cllr Collins that SCPC will not consider this issue again for at least 6 months; and then SCPC should consider specific issues raised by the company if relevant to the parish council's remit but not the general operation of the company which had been set up without consultation.

Proposal agreed by 6 votes and 1 Abstention

Councillors added that they wished Cllr Coleman well in this independent venture.

17. Clerk's Report (anything not already covered by Agenda item)

a) EDF contract runs out in March – Clerk & Cllr Collins to look into cost and feasibility of Solar panels for electricity supply for Public Toilets.

b) Footpath leaflets – Cllr Friend has been informed that there may be copies in the old village shop. He will try to obtain them for our stock.

19. Date of next meeting. To confirm the date of the next meeting which is scheduled for Tues 1st Feb at 7.30 pm at the Village Hall and via Zoom.

Signed M. S Pratt Marion Pratt, Clerk to Sampford Courtenay Parish Council Jan 2022

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)