

MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

www.sampfordcourtenay-pc.gov.uk Clerk to the Council: M.Pratt, Higher Town, Sampford Courtenay. 01837 82285

Tuesday 19th Dec 2017



- 1) **Present** – Cllrs C. Coleman, D. Boting-Page, J. Friend, M. Wilson & J. Palmer + 3 members of the public.
- 2) **Apologies** were received and accepted from Cllrs M. McIlwraith, J. Clatworthy-Edwards & A. Thorley.
- 3) **Public Participation** – there were no items raised by the public present.
- 4) **Declarations of Interest** – there were no declarations of interest.
- 5) **Minutes of the Main Council Meeting held on 21st Nov 2017 were agreed and signed.**
- 6) **Playground Report.** (Adrian Thorley)
 - a) **Organise working party to review repairs to climbing frame.** – deferred to next meeting.
- 7) **WDBC Report** - no WDBC Cllrs present.
- 8) **Planning** –
 - a) **3824/17/FUL – Frankland Farm Road** – Mr & Miss Eves and Mathews – Relocation of existing fence to enclose a field corner, erection of replacement greenhouse, propagation shed and store.

Strongly support.
 - b) **4085/17/OPA – Field at Beer Cross Okehampton** – Outline planning Application with all matters reserved for proposed agricultural workers supervisory dwelling.

Support this development with an Agricultural tie.
 - c) **4040/17/FUL – Field at Hole Hill, Nr Sampford Chapple** – Erection of a general purpose agricultural storage building

Support
 - d) **WDBC Refusal for 2578/17/HHO** – Highclere – SCPC regret that neither WDBC Cllrs were present to hear the legitimate complaints regarding the process of this application by the applicant. The Chairman was actioned to make a formal complaint to Sophie Hoskings pointing out that in the view of SCPC there has been a substantive failure of process in this instance, and general discourteousness of Planning Officer acting under delegated powers without referring back to SCPC or the applicant.
- 9) **SCPC Planning policy update** – Cllr Wilson is working on an amendment to Cllr Bevis Draft proposal and formulation of a planning check list that can be used by SCPC to show consistency in their decisions and comments regarding future planning applications.
- 10) **Local Resilience Plan** – update
 - a) **Suggestion of moving SCPC meetings to first Tuesday of month so that Roundabout report is only 1 month old instead of two.**
It was agreed that this would start next April (Mar meeting held on 3rd Tues of month followed by next meeting on 1st Tues of April.
 - b) **Cllr Wilson** will up-date the Snow Plan & add Emergency phone numbers to be considered for adoption at next meeting.
 - c) **DCC Cllr J. McInness** has offered £1,000 grant towards purchase of a Snow Plough for the parish.
 - d) **SCPC Christmas Card** – Thanks to Cllr M Wilson for design and arranging production of a SCPC Christmas Card and to other Cllrs for their help with distribution. **SCPC would be glad to hear your comments re this initiative.**
- 11) **BT Phone boxes** – Draft letter to BT for approval by SCPC – Clerk will re-circulate for Cllrs to make comments before consideration at next meeting.
- 12) **Application from Village Hall Committee for £4,502.38 funding for Audio Visual Equipment.** Cllr M Wilson and J. Palmer have produced a more detailed functionality specification to be used in applications to try and obtain funding towards this project. They will also add in the comments regarding “Access for All” as suggested by the Chairman. This sum has been included in next year’s budget. VHC are requested to prepare a Design and Access Statement as a condition to support a funding application to Access for All in respect to A/V Equipment
Cllr Coleman –asked Cllr Palmer to ask Village Hall Committee to review possibility of registering for VAT (which could then be re-claimed) thus reducing the total amount needed.
Cllr Wilson – asked Clerk to check if SCPC would be eligible to apply for funding from Denbrook Wind Farm as advertised in latest Roundabout.
- 13) **Highways** – (Cllr A Thorley) – Draft letter to Alison Hernandez for approval by SCPC – deferred to next meeting.
A member of the public had emailed photos of the road at Withybrook Lane – which although recently repaired, is already breaking up due to traffic being forced onto the opposite side of the road due to excessive overhanging branches and foliage from the verge hedge. The Clerk will forward these photos and comments to Cllr A Thorley and DCC Highways.

Another member of the public had complained that the poor condition of road from Frankland Bridge to Frankland Farm had prevented her carer from attending on more than 1 occasion. Clerk will also report this.

- 14) **War Memorial - update from Jeremy Chadburn** – some progress has been made. a) Architect has contacted Mason for an up-to-date quote; b) Foundry has been asked to ship bronze plaque to the mason in the new year c) Architect confirms that no additional planning or Listed Building Consent is required.

War Memorial Fund - **Balance** Total carried forward = £2088.60 (cost of Plaque deducted)
 Donations this month. = Nov – Dec = 4 weeks @ £15.00 = £60.00 (incl in above figure)
 Plus 31 weeks back pay of increase in Basic Wage to £7.50 an hour = 31 x 60p = £18.60 (inc in figure above)

- 15) **External Auditor Appointment for 2018/19 & amended of Standing Orders.** – The Clerk has received notification of the new External Auditors appointed to SCPC for the next 5 years. They are PFK Littlejohn LLP.

- 16) **Finance** the following payments were agreed and cheques signed.

i) Clerk salary & Expenses =	= £ 135.60
ii) HMRC	= £ 34.00
iii) SC Church = Grass cutting donation	= £ 350.00
iv) SC Village Hall = Rental	= £ 68.00
v) Total payments this month =	= £ 587.60
vi) Uncleared cheques & transfers from last month =	= £ 200.17
vii) Balance (17 v + 17vi)	= £ 786.77
viii) Income	= £ 25.00 (Cash from sale of cheese)
ix) Current Balances = Reserve Account	= £11,724.16 (Statement 18.10.17)
x) Current Account (according to Statement –30.11.17)	= £ 2,367.72
xi) Total Current Funds less agreed expenditure above	= £ 1,580.95 (16 xi – Balance)

xii) To agree transfer of £Zero **£ To Reserve** Account from **Current** Account

xiii) Notification re Council Tax Support Grant for 2017/18 has reduced by £28 to £300

xiv) Review of Budget 2018 – 19 – Cllr Coleman explained the latest up-date for next year’s budget. Cllrs are asked to consider and make comments prior to the January meeting so that the Precept and Budget for 2018/19 can be adopted at Jan meeting,

- 17) **Progress Reports** for information

- a) **OkeRail Forum** - nothing to report.
- b) **Footpaths** – (Cllr D Boting Page) – an item was considered in camera.
- c) **Social Media** – (Cllr McIlwraith) SCPC Facebook page –
- d) **Superlink Meeting-** 11th Dec – Meldons – no one able to attend.
- e) **Public Toilet Repairs** – contractor has replaced battery in urinals. They now seem to be working OK.
- f) **Outstanding Actions report**
- g) **Clerk’s Report** (anything not already covered by Agenda items)
 - i) DALC Survey reminder deadline Fri 12th Jan
 - ii) Next year’s Playground Inspection booked.
 - iii) TK Play will come and look at Swings when in the area.
 - iv) CAB request for funding.- Clerk to ask them to send copy of their accounts so that their request can be considered at next meeting.

- 18) **Correspondence for information** (To note the attached appendix of items which have been circulated or will be available for inspection at the meeting)

- 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.

- 20) **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues 16th Jan at 7.30pm at Sampford Courtenay Village Hall.

Signed
M. S Pratt Marion Pratt
 Clerk to Sampford Courtenay Parish Council Dec 2017.

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)

2017/18 Dates	Apr – 18th Sept – 19th	May – 16 th AGM Oct – 17th	Jun – 20th Annual Parish Meeting 1 - Oct 24th	Jul – 18th Nov – 21st	Aug – 15th Dec – 19th
2018	Jan – 16th	Feb – 20th	Mar – 20th	Annual Parish Meeting 2 Mar	

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