

Sampford Courtenay Parish Council
MINUTES OF SAMPFORD COURTENAY PARISH MEETING

www.sampfordcourtenay-pc.gov.uk

Clerk to the Council: M.Pratt, Higher Town, Sampford Courtenay. 01837 82285

Held at **7.30 pm** on **Tuesday 5th June 2018** at Sampford Courtenay Village Hall.

- 1) **Present:- Cllrs J. Friend, C. Coleman, J. Clatworthy-Edwards, J. Palmer & M. McIlwraith.**
 - 2) **Apologies** were received and accepted from Cllrs M Wilson & WDBC Cllr L. Samuel.
 - 3) **Public Participation** – None
 - 4) **Declarations of Interest** – None
 - 5) **Minutes of the Main Council Meeting held on 1st May 2018 were agreed and signed.**
 - 6) **WDBC Report** - None
 - 7) **Planning** – to consider the following applications:-
 - a) **0765/18/FUL – Mt & Mrs Carpenter – Langdale, Sampford Courtenay – Re-advertisement – Replacement of existing building with general purpose agricultural building**
The Drawing Number and Revision of the revised drawing showing the proposed building turned through 90^o had not been up-issued. This raised a conflict with the previous issue with the same number and revision. The Planning Validation Officer should have referred this mistake to the applicant to be corrected before the drawings were published. However, the content of the drawing was sufficient for Councillors to make the recommendation to support the development consistent with their previous consideration
SUPPORT
 - b) **1793/18/FUL – Mrs G Tabor – The Roundhouse, Sampford Courtenay – Erection of stable and hay storage barn.**
Councillors were unable to consider the application as it should not have been validated by WDBC. Specifically, contrary to statutory requirements there was no scale bar on the plan or elevation drawings. Furthermore the stated scale of 1:100 and 1:200 did not make reference to the drawing sheet size ie., A1; A2, etc. Also there was not a single dimension shown on the drawings from which the actual scale could have been determined.
REFERRED BACK TO WDBC
- The Chairman reported that he had already raised his concerns with Cllr. Lois Samuel regarding these two further failures in the WDBC Validation Process.
- To report on SCPC decisions at Planning Meeting held on 23rd May**
- c) **1385/18/FUL – Mr Reddaway – Restland Farm, Sampford Courtenay – Proposed straw bedded livestock and covered feed building.**
SUPPORT
 - d) **1171/18/FUL – Mr & Mrs Jones – East of Railway Station Belstone Corner – Erection of an agricultural worker’s dwelling with garage and erection of an agricultural barn.**
SUPPORT
 - e) **Application for new premises licence from Mr Stuart Luxton for Farmer Luxtons – SUPPORT**
 - f) **2935/16/COU – Mr Nigel Holman, Change of use of land and building from agricultural use to Class B1 & B8 usage – gone to Appeal commencing 29th May 2018.**
- 8) **WDBC Decisions** –
 - a) **0678/18/HHO – 1 Station View – Conditional Approval**
 - b) **0692/18/FUL – Furzedown Farm – Conditional Approval**
 - 9) **Revised Budget for 2018/19** – Cllr Coleman presented a revised budget for 2018/19 in light of recent P3 Income. The budget will be reviewed again at the September meeting.
 - 10) **Consideration of Tenders for work on Furzdon Lane** – tenders had been returned from 5 contractors. Councillors voted on their preferred quote, but the Clerk was asked to seek advice of DCC Footpaths representative, John Baker, before confirming with the contractors.

- 11) **Spring Clean May 26th** – although only a small party of councillors and parishioners turned up to help on the day – several bags of litter were collected and signs and bus shelters were cleaned and verges strimmed. The morning concluded with a pasty and a cider each at The Cider VAT. A big Thank You to all involved for your help in keeping the parish looking tidier. Cllr Palmer suggested that next year it may pay to promote the event with boards on side of roads as with Village Hall events.
- 12) **Promoting Democracy Event.** The Chairman had represented SC-PC and considered the event worthwhile from both a public and neighbouring PC perspective. SC-PC received favourable comments on their budgetary control particularly the ability to attract and exploit non-precept sources of funding. Also the SC-PC's programme of Green Lane and footpath improvement, Planning Policy; Resilience Plan and Snow Plan were also commended. Several neighbouring Parishes asked if they could use the SC-PC Planning Policy as the basis of their own guidance document on Planning. Members of the public and representatives of Sticklepath PC; South Tawton PC; and the Dartmoor Park Authority indicated their support for a feasibility study for a bridge to carry SC Footpath 1 over the A30.

Cllr. Clatworthy-Edwards agreed to look into the cost of acquiring publicity pull-down banners and a display board to be used at similar events in the future

- 13) **SCPC Planning policy update** – in her absence, Cllr Wilson had emailed the up-dated Planning “Check list” for approval by SCPC. It was agreed that Clerk print and laminate 10 copies for use by Cllrs and public at future meetings and also publish copy on website and noticeboards.
- 14) **Local Resilience Plan** – Cllr Wilson is attending the Devon Community Resilience Forum at Tiverton on 14th June and will report back any implications for SCPC Resilience Plan at next meeting.
- 15) **War Memorial** - Cllr. McIlwraith reported that he had visited Bearah Tor Quarry with the Chairman and met with Mr. Piper the mason. They had also visited a memorial in Liskeard that Mr. Piper had recently erected. They had been impressed with both the facilities and Mr. Piper's knowledge. Mr. Piper had made the following points. Firstly, the stone selected from Merryvale Quarry was not large enough as previously pointed out by Jeremy Chadburn (the Architect) as it made insufficient allowance for being dressed and set in the ground. As a consequence it would require a separate piece of stone for the plinth. Also as Merrivale Quarry was now used as a stock yard for imported stone, it would be unlikely that the stone chosen was 'local'. It was also of unknown quality and if it contained flaws it would be worked at SC-PC's risk. Secondly the cost of transporting the stone was comparable to supplying a new piece from Bearah Tor Quarry, which would be of guaranteed quality. Finally, Mr. Piper explained that his scope of works was for execution only and did not take any design responsibility and expected to work to the instruction of an appropriately indemnified professional.

Cllr, Coleman tabled samples of Berah Tor stone which was a good match to existing War Memorial. In its natural state the granite is brownish, but becomes progressively more blue grey as it is worked.

- a) **Dedication Service report** – SCPC are still planning a dedication service for the new memorial on Wednesday 15th August (VJ Day) 7pm in the Square. Rita Bullworthy has agreed to lead the service with other invited guests taking their part. The service will be followed by refreshments in the Church rooms, and a chance for everyone to have a chat.
- b) **Acceptance of Quotation & Notice of Fixed Price Purchase Order placed with mason Mr Piper.**

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

i) BHIB Insurance Brokers	= £ 261.97 (cheque signed at meeting on 23.5.18)
ii) Fahey's Concrete – Clifton Lane	= £ 280.70 (cheque signed at meeting on 23.5.18)
iii) East Coast Casting – Shipment of plaque	= £ 90.00 (cheque signed at meeting on 23.5.18)
iv) Clerk salary & Expenses =	= £ 169.60
v) HMRC	= £ 42.40
vi) Toilet Cleaner	= £ 46.98 (3 weeks of 2 hrs @ £7.83)
vii) Toilet Cleaning sundries	= £ 29.83
viii) The Cider VAT = Pasties Spring Clean	= £ 32.00
ix) Aims Accountants =	= £ 422.40
x) Total payments this month =	= £ 1375.88
xi) Uncleared cheques & transfers from last month =	= £ 1157.96
xii) Balance (17ix + 17 x)	= £ 2533.84
xiii) Income	= £ 10,230.86 (P3, Precept, Council Support Grant, VAT)
xiv) Current Balances = Reserve Account	= £ 19726.63 (Calculated)
xv) Current Account (according to Statement – 30.4.18)	= £ 13327.48
xvi) Total Current Funds less agreed expenditure above	= £ 10,793.96 (17xiv – Balance)

xvii) To agree transfer of **£ ZERO £ To Reserve** Account from **Current** Account until sourced new Bank Account.

xviii) Claim against Nat West re lack of updating signatories – SCPC agreed that this should be followed up by the Chairman.

xix) In light of Item xviii – proposal to move Bank Accounts Lloyds Bank – SCPC agreed for Clerk to make necessary arrangements with Lloyds bank.

17) Village Hall Committee – Liaison

- a) **VAT Report from Internal Auditor** – it was agreed to defer this item until the next meeting as Cllr Wilson wished to be present for the discussion.
- b) **Offer by Parishioner to paint Hall and Toilet Gates** - The Clerk read an email from the Chairman of the Village Hall Committee stating that the VHC did not wish to take-up the offer by a Parishioner to paint the Village Hall Gate at the moment. But this may be progressed during the winter months when the Village Hall Committee have agreed on which paint should be used.
- c) **Options for Improvements to Public Conveniences.** The VHC also declined the invitation by SC-PC to participate in a feasibility study to consider the prospect of incorporating the SC Public Conveniences into the Village Hall to establish best-in-class facilities fit for the 21st Century

18) BT update - None

19) Progress Reports for information

- a) **OkeRail Forum** - Cllr Friend reported that at the last OkeRail meeting, an apology was given for the “fiasco” over ticketing for the last Special Train to Stratford and Oxford resulting in the train being only 62% full. A report in this week’s Okehampton Times states that while the government has confirmed that proposals for a trial rail service to Okehampton are in the works, no firm date has yet been decided as to when the trial could begin.
- b) **Footpaths** – a parishioner had reported that the hedges on Peacegate lane are very overgrown. Cllrs who walk the route will check and report at next meeting.
- c) **Playground Report** – Cllr Clatworthy Edwards has been checking the Playground and reported that the gate at the bottom of the church Waterpath closes sharply. He will check if he can rectify it for next meeting.
- d) **Clerk’s Report** (anything not already covered by Agenda item)
 - i) **Acknowledgement of Waitrose Community Matters application for War Memorial** –Waitrose customers please check in coming months if Sampford Courtenay War Memorial is one of the charities supported by Waitrose and please add your token to give it a chance of winning a grant.
 - ii) **Data Protection Fee Renewal – posted 16.5.18 Direct Debit Mandate = £5 reduction in fee from £40 to £35.**
 - iii) **N Power – Inv April 18 = £13.24, May 18 £9.48 still in credit £14.05**
 - iv) **Defibrillator Leasing options** – The Clerk had received information from South Western Ambulance Service NHS regarding Leasing a Defibrillator for the parish. The cost quoted would be **£1,800 for 4 years** and would also include an annual awareness course for parishioners. It was agreed to make provision for this in next year’s budget. Meanwhile, Cllr Clatworthy Edwards would research grant options to purchase a defibrillator outright.
 - v) **GDRP update** – The Clerk had circulated details of data held by SCPC and it was agreed that this should be published on the website for parishioners to refer to. If any parishioner would like to check if SCPC hold any data pertaining to themselves please contact the Clerk.
 - vi) **Casual Vacancy – no requests by parishioners for an election therefore SCPC can now co-opt a new councillor.** If any parishioner would like to put themselves forward to be co-opted onto SCPC please speak to the Clerk or one of your councillors.

20) Date of next meeting. To confirm the date of the next meeting which is scheduled for **Tues July 3rd** at 7.30pm at Sampford Courtenay Village Hall.

Signed
M. S Pratt Marion Pratt
 Clerk to Sampford Courtenay Parish Council June 2018

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)

2018/19 Dates	Apr – 3rd Sept – 4th	May – 1st AGM Oct – 2nd	Jun – 5th Annual Parish Meeting 1 - Oct 23rd	Jul – 3rd Nov – 6th	Aug – 7th Dec – 4th
2019	Jan – 1st	Feb – 5th	Mar – 5th	Annual Parish Meeting 2 Mar 19th	

Eastern Links Meetings – 21st June, 13th Sept, 15th Nov
 Community Resilience Forum – 14th June