

## MINUTES OF SAMPFORD COURTENAY PARISH MEETING

Date and Venue – Tues 3<sup>rd</sup> Aug 7.30 pm at Sampford Courtenay Village Hall (public are invited to attend via Zoom link below or in person.)

**Present : Cllrs M Wilson, M. Morrissey, B. Tucker, M. Carpenter, C. Coleman, J. Palmer, & P. Collins + 2 members of the public + 1 via Zoom**

1. **Apologies** – were received from Cllr J. Friend.

2. **Public Participation**

a) A member of the public has contacted the Clerk and is concerned with the apparent dumping of cars in agricultural fields within the parish.

Chair Cllr M Wilson has reported this matter to the WDBC Environmental Officer. However, Parishioners are reminded that SCPC has no jurisdiction over such matters on Private Land, but parishioners can raise concerns direct with the Environmental Officer  
<https://www.westdevon.gov.uk/article/6561/Environmental-Services>

b) Quotation for replacement Flower Troughs in the Square

**Proposal – Accept Quotation of £210 for 3 x wooden planters and 6 x plastic liners and purchase from EMR – Parish Enhancement**

Proposed – Cllr M Wilson

Seconded ...Cllr J Palmer

Agreed unanimously.

Cllr Collins did say that it is a shame that we need to use plastic liners, but the cost of stainless-steel liners would be too expensive. Clerk will try to source recycled plastic liners and Cllr Collins also suggested that the new troughs be marked to show they have been provided by SCPC.

3. **Declarations of Interest** – Cllr Coleman declared an Interest in Item 8 a below.

4. **Minutes** to approve and sign the Minutes of – Hybrid Meeting held on Tues 6<sup>th</sup> July 21  
(already published on Noticeboards and Website)

These Minutes were approved and signed by the Chair.

a. Cllr Morrissey - Minor amendments to Financial Regulations and Standing Orders as actioned at June meeting. (Amendments circulated for consideration by councillors prior to this meeting)

These amendments were agreed by 6 votes with 1 Abstention.

b. Requested amendments to Minutes received from Cllr Coleman today. Cllr Coleman acknowledged that these were really only clarifications, and was happy with explanation given at the meeting.

**5. WDBC Report -**

- a) 20 year Vision plan for WDBC** – consultations started 27<sup>th</sup> July for 6 weeks. Please see links below to make comments.
- From 26 July 2021, you will be able to fill in our formal consultation on our Plan for West Devon at [www.engagement.westdevon.gov.uk/planforwestdevon](http://www.engagement.westdevon.gov.uk/planforwestdevon)
  - Enter our photo competition - show us the West Devon you see: [www.engagement.westdevon.gov.uk/photographycompetition](http://www.engagement.westdevon.gov.uk/photographycompetition)
  - Tell us what you think about West Devon as a place to live, work and visit: [www.engagement.westdevon.gov.uk/aplanforwestdevonsurvey](http://www.engagement.westdevon.gov.uk/aplanforwestdevonsurvey)

**DCC Report** – Crediton Road Roundabout Closure – we have been informed by Cllr James McInnes that the developers have put in for a 3-week extension to the road closure, to enable Openreach to install necessary cabling and fibre. If it can partially open sooner with single alternate way traffic lights, we will keep you updated.

**6. Planning** – to consider the following planning applications:

- a) 2563/21/FUL** – Mr & Mrs Weeks – Oxenpark Barn – Partial demolition of existing barn (with consent for conversion to a new dwelling) COMMENTS BY 19<sup>TH</sup> AUG

Mr Weeks explained that the plans for Oxenpark Barn would be for a “Passive House” with Zero Carbon impact.

The planning application was SUPPORTED UNANIMOUSLY.

Cllr Coleman suggested that Mr Weeks ask his architect if he would like SCPC to nominate him for an Architectural competition.

**WDBC Planning Decisions: -**

- |  |               |
|--|---------------|
| <b>b) 1142/21/HHO</b> – Mrs Threadgold – Pecketts Ford Barn                            | CONDITIONAL   |
| APPROVAL   |               |
| <b>c) 1845/21/TCA</b> – Village Hall – Tree felling                                    | NO OBJECTIONS |
| RAISED.  |               |
| <b>d) 2117/21/HHO</b> – Mrs Clatworthy Edwards – Rear ground & first floor extension – |               |
| CONDITIONAL APPROVAL   |               |

**7. Fitting of defibrillator & Training** – application been submitted for Listed Building Consent.

**8. Parish Priorities –**

- a) Dartmoor Line – Sampford Courtenay Station <https://www.dartmoor-railway-sa.org/>
- i) OkeRail Zoom Meeting on Wednesday 21<sup>st</sup> of July from 10 -12 noon was attended by Cllr M Wilson and Cllr J Friend.
  - ii) SCPC Dartmoor Line meeting 26<sup>th</sup> July – those present finalized questions for the Survey. This will be available in printed form delivered to every household in Sampford Courtenay, North Tawton and Boodleigh. There will also be an online version that can be completed. Money has been earmarked for this and other expenditure regarding the

- b) Refurbishment of the Public Toilets – Cllr Carpenter update including Phase 2 – nothing to report.
  - c) Safer Roads – [Cllr J Palmer Community Speed Watch Update](#) – the police have not approved a site at Sampford Chapple for the CSW Group to collect data – but they have approved a site on Rectory Hill.  
**Anyone wishing to join the Community Speed Watch Group – please contact the Clerk.**
  - d) SCEnSus -
    - iii) £250 Grant received from Barry Ratcliffe Locality Fund for Community Hub Noticeboards.
    - iv) Forthcoming Events.
      - 7<sup>th</sup> Aug 11.30 am Village Green – Seed Bomb Workshop
      - 18<sup>th</sup> Sept 2.30 pm Village Green – Bug Hotel Workshop
      - Keep Britain Tidy – 10 Step Guide to reduce Plastic Waste  
<https://www.keepbritaintidy.org/get-involved/support-our-campaigns/plastic-challenge/what-to-do>
  - e) Village Hall – Cllr M Carpenter – the BBQ was well supported and the weather was kind and a profit of over £700 was made.  
Forthcoming Events:- Harvest Tea – 29<sup>th</sup> August  
Roof-Aid Music and Family Day – 11<sup>th</sup> September  
Please see the website for more details and to book your tickets.
  - f) **Broadband/Mobile**– BT/Openreach have informed Cllr Friend that there seem to be no blockages preventing the installation of fibre underground from the New Inn to the Square. It is believed as below, that parishioners will have to contact their Service Provider to then connect to this fibre option.  
  
**Cllr Friend has been told by USO that Fibre will be enabled to this part of the village during this road closure. It is then up to parishioners to contact their Service Provider from 25<sup>th</sup> Aug to arrange connection to their property.**  
  
Airband have also been surveying the possibility of overhead fibre on Rectory and Greenhill, and up Station Road. We will keep you updated on this. You may also have received a letter from Airband saying that they will be attending the Okehampton Show on 12<sup>th</sup> August, if you wish to go and speak to them.
9. **Footpaths/ P3** – Cllr M Wilson – still awaiting a response from DCC regarding a replacement stile at Honeychurch.
10. **Village Green Report** – Cllr J Friend (circulated to councillors) – SCPC to action replacement of rotting slats on one of the benches.
11. **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 2<sup>nd</sup> 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](http://www.pfk-littlejohn.co.uk) website)

Councillors felt that they had not been given sufficient time to fully consider Cllr Coleman's paper, or seek clarification on the contents and it was agreed to defer this Item until the next meeting. The Clerk will post both papers on the Website, if parishioners wish to read and comment for the next meeting.

12. **Finance** – the following payments were agreed.

Cllr Coleman abstained regarding the payment to Dunns 2000 for resiting the Telephone Kiosk.

Cllr Collins queried why BT were not liable for this expense. Cllr Wilson explained that she had had significant communication with both BT and WDBC, and neither would accept liability for removing the kiosk at Sampford Chapple instead of the one at Sampford Station.

Clerk salary & Expenses	265.00	July hours = 22
Tracy Mombayarara – Toilets	71.28	
EDF	11.00 DD	Toilets – Electricity
DALC	54.00	Training – <b>Paid July 8<sup>th</sup></b> .
Gold Coast Media	168.00	Website hosting to 14.7.22
DALC	18.00	Being a Good Councillor part 3
Dunns 2000 – resiting of BT phonebox from S Station to S Chapple.	180.00	EMR – Parish Enhancement
<b>Total Payments this month</b>	<b>767.28</b>	
Reserve Account = EMR	29,138.62	After these transactions & transfers
Current Account	899.85	
Income	10.00 250.00	Seamoor Lotto Locality Budget SCEnSus
Transfers between accounts	85.00	From Current to Reserve
<b>David Botting-Page</b>	<b>41.45</b>	<b>EMR - SCEnSus</b>

### 13. Reports/notes from recent Training and other courses attended by Councillors

- a) **Cllr Morrissey – Being a Good Councillor** – felt these 3 sessions had been very informative. Clerk will circulate the Training notes to fellow councillors.
- b) **Cllr Palmer – Chairing a Meeting** – similarly this Training session has given Cllr Palmer confidence, should she be required to chair a meeting.
- c) **Cllr Wilson – Came & Co Q & A Session** – This was mainly regarding Insurance for large parish events – They confirmed that unless an event shows “significant risk” – Parish Council Insurers do not require notification or sight of any Risk Assessments. In Joint Parish Events – the organisers should decide who will take the lead and their Insurance should be used to cover this event.

They also warned that Bouncy Castles for events should only be used with the owner/operator in attendance. No Parish Council Insurance will cover hiring a Bouncy Castle to be supervised by parents or volunteers.

### 14. Cllr Palmer – SPCPC were saddened to hear of the death of one of our Posties – Anita McGregor – our condolences go out to her family and friends.

### 15. Devon & Cornwall Police Report - Cllr J Palmer outlined the National and local “Beating Crime Plan” including the targeting of drug and alcohol fueled crimes. Also the setting up of a “Proceeds from Crime” Fund – where funds from sale of recovered stolen goods would be used to help fund local Youth Clubs etc.

### 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/> Clerk has reported several street lights in the village impaired by overgrown vegetation and a speed sign overgrown on Rectory Hill. Response says they will do an assessment by 16<sup>th</sup> August. However, 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) Sampford Chapple Post Box – the Clerk has had a response from Royal Mail indicating the Post Box will be replaced in about 16 weeks.
- b) Sampford Chapple Phone Box – has been resited. A big thank you to Andy Wilson and Bill Robertson for giving their time as Contributions in Kind.
- c) Noticeboards in the two Bus Shelters – a Big Thank you to Dave Viggers and David Botting Page for their refurbishment and signage.
- d) **NALC Council of the year** – Cllrs Collins and Morrissey commented that although laudable, without personal knowledge of any of the short listed councils it was very difficult to make an informed judgement from a 600 word summary.

Cllr Coleman said he had personal knowledge of both Farnham and Looe councils – but would recommend Looe council for their exceedingly good use of architecture to maintain heritage buildings.

Cllr Palmer said that she liked the fact that Tollerton Council seemed to do a lot for it's community.

A vote was taken with 1 vote for Looe and 3 for Tollerton.

- e) **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 £663.00

Currently this fund is only supported by 5 parishioners. Supporters do get a chance to win prizes themselves, and as well as SCPC, funds raised from this local Lottery also supports other local charities. Clerk to re-advertise on Facebook, Website and via email subscribers to try and increase support.

**f) Social Media over the past month.**

Facebook		Website	
New Likes	3	Users	533
Page Reach	2181	Sessions	761
Post Engagements	1083	Pages most viewed	Road Closures – 136 SCPC Minutes/Agenda 80 Calendar – 66 Scarecrow Trail – 52 Village Hall - 51
		Website emails	Delivered = 5195 Opened = 2362 Clicks = 131

19. **Date of next meeting.** To confirm the date of the next meeting which is scheduled for Tues Sept 7<sup>th</sup>. at 7.30 pm at the Village Hall and via Zoom.

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