

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

17TH OCT 2017

- 1) **Present Cllrs Coleman, Clatworthy-Edwards, Boting-Page, Wilson, Friend, Thorley, Palmer & McIlwraith & 2 members of the public.**
 - 2) **Apologies** - WDBC Cllrs Lois Samuel & Louise Watts
 - 3) **Public Participation** - None
 - 4) **Declarations of Interest** – None
 - 5) **Minutes of Main Council Meeting held on 19th 2017 were agreed and signed.**
 - 6) **Playground Report.** (Adrian Thorley) – No major concerns except that the cobbled path is looking weedy again. Annual Inspection due to take place this month.
 - 7) **WDBC Report** - In absence of WDBC councillors – nothing to report.
 - 8) **Planning –**
 - a) **3203/17/FUL** – Application for new external walls to agricultural barn. Hayrish Farm

Object

The application included insufficient information to be able to make a determination. SCPC always encourage applicants to include a Design and Access statement to clarify their plans.
 - b) **2374/17/LBC – Glebe House** **Conditional Approval**
 - c) **2345/17/FUL – Land south of 3 Shore Cottages** **Archaeologist Report**
 - d) **2345/17/FUL - Land south of 3 Shore Cottages** **Withdrawn**
 - e) **1990/17/LBC – Paize Cottage – Listed building consent for domestic workshop** **Withdrawn**
 - f) **Restitution of Devon Bank – In camra**
- 9) **SCPC Planning policy for coming year** - comments on using [Woodmancote Policy](#) as a framework – as circulated by Cllr Wilson + review possibility of producing a “Neighbour Hood Plan” which would carry legal weight. Cllr Wilson has recently attended the DALC AGM and a very informative workshop on local planning. She proposed that SCPC should adopt/adapt the Devon Communities Together scheme for a “Parish Plan”. She will make a presentation at the Open Meeting to explain how the plan would come together and the benefits to the community and sustainability.
- 10) **Local Resilience Plan** – comment on draft circulated by Cllr Wilson – again Cllr Wilson will make a presentation at the Open Meeting to explain what it all means; the benefits to parishioners and the community in general and how you can help yourselves. It was agreed, that in the light of this proposed plan and the recent fire in Bondleigh where a family found themselves homeless – a sum would be earmarked in the next budget towards a “Basic Needs Fund” should such a tragedy happen in Sampford Courtenay.
SCPC Snow Plan – will form a part of this Resilience Plan – if any parishioners wish to volunteer as Snow Wardens (training provided) please contact the Clerk or one of your councillors.
- 11) **BT Phoneboxes** – Recent checks have shown that the phone box at Sampford Station and in the Village Square are operational (card only), but the one at Sampford Chapple is not working.
At the Open Meeting – Cllr Boting-Page will ask your opinion on asking BT to remove/move to the Railway Car Park the kiosk at Sampford Station (which SCPC consider a risk in its current state of repair and positioning); and urgent refurbishment of the other 2 kiosks.
- 12) **Finalise Open Meeting Agenda** – was agreed. Please see separate Agenda. It was also agreed to offer a choice of Tea, Coffee or Wine with biscuits as light refreshments at the beginning of the meeting.
- 13) **Highways** – (Cllr A Thorley) – Nothing new to report except that Cllr Thorley will chase DCC re flooding on corner at Willow Tree Farm and lack of white line markings also at Willow Tree Farm and the junction at Sampford Station.
- 14) **War Memorial - update from Jeremy Chadburn** – Clerk actioned to obtain up-to-date position re project and proposed costs for the Open Meeting.

War Memorial Fund - **Balance** Total carried forward = £1,938.00 (cost of Plaque deducted)
Donations this month. = Sept- Oct = 4 weeks @ £14.40 = £57.60 (incl in above figure)

15) Finance (Payments listed below were approved and cheques signed.)

i) Clerk salary & Expenses =	= £ 135.60
ii) HMRC	= £ 34.00
iii) Toilet Rolls – Toilets	= £ 9.75 (Deferred from last month)
iv) DALC Training – Michele Wilson	= £ 33.49
v) Village Hall – TAP Fund for Heaters	= £ 964.48
vi) Ed Kingdom – Village Green & Footpaths	= £ 526.02
vii) DALC Training – Michele Wilson AGM	= £ 25.00
viii) Total payments this month =	= £ 1728.34
ix) Uncleared cheques & transfers from last month =	= £ 96.00
x) Balance (15 vii + 14 viii)	= £ 1824.34
xi) Income	= £5,184.95 (Precept 2, Tap Fund & Community Grant)
xii) Current Balances = Reserve Account	= £10,223.88 (calculated)
xiii) Current Account (according to Statement –29.9.17)	= £ 6,801.03
xiv) Total Current Funds less agreed expenditure above	= £ 4,976.69 (15 xiii – Balance)

xv) To agree transfer of £1,500.00 **£ To Reserve** Account from **Current** Account

xvi) Completed Annual Return for 2016-17 from Grant Thornton External Auditors – these will be posted on the Website.

xvii) **2017- 18 - Adjusted Budget to take into account latest Income.** – Deferred to future meeting.

16) Progress Reports for information

- a) **OkeRail Forum** - Cllr McIlwraith attended the last meeting and found it very productive with progress being made. Especially the hopes to run a regular service from Okehampton to Exeter next year.
- b) **Footpaths** – (Cllr D Boting Page) – will put up a display of our Footpaths at the Open Meeting. He is still concerned about the footpaths that are being cropped or ploughed over. It was felt too late to organise a Parish Walk this year – but one would be organised for the Spring and another to coincide with the Country File Ramble for Pudsey (Children in Need) next October. He has a meeting arranged with Ros Davies of DCC to discuss Footpath matters and is also looking into the cost of Laminated Information boards to post Footpath, Walks and Historical Information.
- c) **P3 Meeting – Cllr Friend** attended the annual P3 Meeting and it is hoped that money will be made available for DCC to do repairs to our Shoalgate Lane to Furzedon Cross Footpath from January.
The new Devon Highways maintenance contract has been awarded to Skanska Construction UK Limited. But their representative at the meeting was offering parish councils scalplings/planings to use in the repair of footpaths.
It is also possible to get free labour from groups with “Community Service” fines – SCPC would just have to pay for a supervisor.
- d) **Social Media** – (Cllr McIlwraith) has set up a [SCPC Facebook page](#). Please have a look at it, Follow and Share with your friends.
- e) **Eastern Links Meeting report** (Cllr Thorley) – was unable to attend.
- f) **DALC AGM report** (Cllr Wilson) – as reported in Items above, Cllr Wilson found this a very useful and productive meeting. She has collected a file of useful information which will be available to browse at the Open Meeting. Plus certain items will be published on our Website. Eg Checkout [“Healthwatch Voices”](#) which gives good tips for looking after yourself this winter. It’s on Local Information – Other publications tab.
- g) **Clerk’s Report** (anything not already covered by Agenda items)
 - i) Children in Need Ramble next October – link with a SCPC footpath walk – See item 16b above.
 - ii) Snow Warden Scheme – do we need more salt? – we have plenty of salt but could do with more hail and hearty wardens if you would like to volunteer.
 - iii) SCPC have ordered a poppy wreath which will be placed beneath the War Memorial in the square at a short service on Sat 11th November at 10.45am. Please feel free to join some of your councillors there.

17) Date of next meeting. To confirm the date of the next meeting which is scheduled for Tues 21st Nov at 7.30pm at Sampford Courtenay Village Hall. **BUT PLEASE TRY AND COME TO THE OPEN MEETING ON 24TH OCT. 7.30PM SAMPFORD COURTENAY VILLAGE HALL.**

Signed

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

Eastern Links Meetings – Throwleigh; Thurs 16th Nov – Sampford Courtenay.

Training –