



MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

Date and Venue – WED 5TH OCT 22 7.30 pm at Sampford Courtenay Village Hall

Present – Cllrs M Wilson, M. Carpenter, B. Tucker, C. Coleman, J. Friend(arrived later) & WDBC
Cllr B Ratcliffe + Clerk M Pratt and 4 members of the public

1. **Chair** welcomed everyone to the meeting and expressed condolences to Ralph Goundry and family on the sad loss of Charlie – one of the loved parish personalities.
2. **SCPC** wished to formally record their condolences on death of Queen Elizabeth II, and thank those parishioners who joined councillors in the square on Sunday 18th Sept to mark the 1 minute silence along with the Nation.

When the date of the accession of King Charles III is announced; SCPC, along with the Village Hall Trustees and St Andrew's Church, will arrange parish events to mark the occasion. However, if you have suggestions on how you would like the parish to mark this event, please let us know.

3. **Apologies** – from Cllr P Collins ; & Cllr J Palmer were received and accepted.
4. **Public Participation** - None
5. **Declarations of Interest** – Cllr Coleman declared an interest re Item 12 a below.
6. **Minutes** to approve and sign the Minutes of – Hybrid Meeting held on Tues 6th Sept (already published on Noticeboards and Website)
 - Cllr Coleman requests a nominated vote on Approval of the Minutes

Those in favour of accepting Minutes as published Cllr Wilson, Carpenter, Morrissey & Tucker.
Those against Cllr Coleman.

Minutes as published were approved and signed.

(Cllr Friend arrived at this point)

6. **WDBC Report** - Cllr B Ratcliffe gave the following report, and will also be attending the Open Meeting on 18th Oct.
 - a) WDBC are eagerly awaiting the government decision regarding the Levelling Up fund due at the end of October, but they have received £830,000 from the Rural Fund.
 - b) WDBC (and SCPC), are aware that there may be parishioners who will need help in the coming months due to the current global Financial Crisis and Fuel poverty. WDBC already have helpful information on the following websites:
 - West Devon Support Directory – <https://westdevon.gov.uk/support-directory>
 - Assistance from the Council - <https://www.westdevon.gov.uk/article/8538/Assistance-from-the-Council>
 - Home Treatment Team - <https://www.dpt.nhs.uk/locations/home-treatment-team-south-hams-west-devon>
 - c) WDBC are currently working on an Action Plan which will be published at beginning of November, and they have appointed Rachael Underwood as the Deprivation Officer.

- d) Cllr Ratcliffe also suggested SCPC ask Dave Sexton, to come and give a talk regarding best ways to insulate your home to keep warm and explain the grants available for this purpose.
- Reducing fuel bills information <https://www.westdevon.gov.uk/Reduce-Fuel-Bills>
- e) Cllr Wilson – asked parishioners to note the first paragraph of her Chair’s letter, (just distributed), regarding how to stay up-to-date with information on how to get help, by signing up to the Parish webmail; or contact the Clerk if you wish to be added to a confidential register of parishioners who may need help and support in the coming months; and finally, to ask all parishioners to engender the fantastic Community Spirit shown during COVID, and keep an eye on all your neighbours especially those without access to email up-dates.
- f) Cllr Coleman then asked Cllr Ratcliffe about WDBC plans for the local railways. – Cllr Ratcliffe explained that as the government spent £47 million on the re-opening of the Dartmoor Line between Okehampton and Exeter, WDBC are optimistic that they will grant the Levelling Up money which will be used to construct the new Okehampton Parkway Station, and possible re-opening of SC Station. However, as there is currently no track between Okehampton to Tavistock the estimate to reinstate that part of the line to Plymouth is in the region of £120 million. Plus, consideration would be given to electrifying routes to meet environmental goals. So it is unlikely to happen in the near future.

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

a) 2076/22/FUL – Enchanted Beds – Extension to existing bed manufacturing workshop to create additional workshop space with a staff rest area and toilets

Applicant was present to explain his application, and was aware of the comments from neighbours regarding the possible flooding from the pond. He has met with them, and has plans in place to alleviate the problems highlighted. FULLY SUPPORTED.

b) 2968/22/ARC – Bude Farm – Approval of Reserved conditions INFO ONLY

WDBC Planning Decisions: -

a) 2329/22/FUL – Beer Farm – Erection of stables with hay barn CONDITIONAL APPROVAL

b) 2593/22/ARC – Crosslands – DISCHARGE OF CONDITION APPROVED.

c) 2595/22/PDM – Barn at Cricket Farm – PRIOR APPROVAL REQUIRED AND GIVEN

d) 2974/22/AGR – Mr Balsdon – land at SX 631 959 – AG DETERMINATION DETAILS NOT REQUIRED.

- 8. **Open Meeting 18th Oct** –you should all receive your Chair’s letter over the next couple of days, and we are looking forward to meeting you and hearing your suggestions. The Village Hall have kindly agreed to serve tea or coffee from 7pm before the meeting, so come early to meet your councillors.
- 9. **Eastern Links Meeting** – (via Teams) 4th Oct 6.30pm – Chair M Wilson attended. The meeting was mainly concerned with a joint effort on how best to support residents in the coming months. (As detailed at Item 6 above). Plus, there is to be a new branding of “Team West Devon” to engender closer working partnerships and communication between borough and town and parish councils.
- 10. **Cllr. Coleman proposed** that ‘How best to assist the most vulnerable in the Parish as the Nation confronts the most challenging times in three decades’ should become a standing item of all future Agenda.

This proposal was not seconded.

Cllr Wilson, explained that, as per Item 6 above, SCPC would up-date local and national help available, through the Parish Webmail, Face Book and SCPC Minutes. Any ideas or proposals can be presented in the normal way by Councillors for discussion and adoption as appropriate.

11. Parish Priorities –

- a) Dartmoor Line – Sampford Courtenay Station – The aim of the working group will be to ensure that the opportunity for Sampford Courtenay Station to reopen becomes a reality.
Full Terms of Reference for this SCPC Working Group can be downloaded from the Website here <https://www.sampfordcourtenay-pc.gov.uk/sites/default/files/downloads/2021-07/item-13-b-draft-terms-ref-dartmoor-line-wp-1077624143.pdf>
- A meeting will be arranged after the next OkeRail meeting on 16th Oct, and following the outcome of the Levelling Up Fund decision.
- b) Public Toilets – Cllr Carpenter
- Cllr Carpenter & a parishioner will do a test repair/repaint of the toilets to establish best way forward. Necessary Risk Assessments will be prepared and date arranged for a Painting Work Party.
 - Acceptance of Statement of Satisfactory Completion – Cllr Coleman
In the absence of 'Statement of Satisfactory Completion' Cllr. Coleman made the following formal proposal with a nominated vote being taken:

'Until a 'Statement of Satisfactory Completion' for the refurbishment of the SC Public Conveniences is available, the only responsible course of action for SC-PC is for Public Conveniences to be closed indefinitely to mitigate the risk to the public and the attendant exposure to individual Fellow Councillors of alleged negligence.'
- Seconded Cllr Friend
- Those in favour of this proposal = Cllr Coleman & Cllr Friend
Those against = Cllr Wilson, Cllr Carpenter, Cllr Morrissey & Cllr Tucker
The proposal was not carried.
- The Clerk highlighted that full details of the contract for the work on the toilet had been sent to and approved by the PC's current Insurance company. The Council has Public liability Insurance of £10mil and reassured members of the public that there was currently no identified risk to the public using the toilets.
- c) Safer Roads – Cllr J Palmer Community Speed Watch Update – (monthly report circulated) – Cllr Wilson asked if there are comparison reports from other parishes available.
- d) SCEnSus -
- Autumn Clean Up – Feed Back – 26 Volunteers giving 2 hours work each equates to £494 Contributions in Kind. Thank you all.
 - Oct 1st – Oktoberfest Event – 66 Adults 7 Children of which 22 were new patrons to Village Hall.
 - Oct 4th – New Inn Quiz - £112 donated to Village Green EMR – a big thank you to all who attended and to Debbie & Jason for hosting this event.
 - Oct 21st – Recycle Fashion Show – SCEnSus event to promote recycling and fund raise for future projects – Marion and Michele will be pleased to receive any items for this event.
 - Oct 22nd – SCEnSus Coffee Morning – continuing the Recycle Theme and fund raising.
 - Devon Wildlife Trust – offer of Landmark Tree for the parish. + possible free trees for parishioners at an event at Nature Reserve in Meeth on 26th November. More information when I get it.

- e) Village Hall – Cllr B Tucker –
- i) Public Toilet Electricity – The Village Hall Trustees have received advice from Martin Rich, of Devon Communities Together, advising against Village Hall and Public Toilets Electricity supply being joined.
 Cllr Morrissey suggested SCPC may like to revisit the option of Solar power to generate lights for the toilets.

ii) Cllr. Coleman requested Fellow Councillors to support the application of a Public Work’s Board Loan to be made by his SC Community Interest Company to supplement the PC grant given last meeting to renovate the Village Hall toilets.

- Cllr Coleman was asked to prepare a paper regarding this offer and to submit to the Village Hall Trustees for their consideration.
- Clerk will email her research regarding PWBL to councillors for information.

- f) **Broadband/Mobile**– Community use of Internet – Cllr M Morrissey –
 - Cllr Morrissey is still negotiating with Okehampton Library regarding possibility of running training that would support the running of an Internet Club/Café in the Village Hall
 - Cllr Carpenter has spoken to Airband who thinks their fibre roll out in the parish will not be until the end of January 23
 - Rural Services Network confirmed that Airband have agreed to offer free broadband for life to any Village Hall on their current network.

g) **Footpaths/ P3** – Cllr M Carpenter –

- Countryfile Children in Need Ramble – 10am 8th Oct 22 from the Village Hall.
- Cllrs Carpenter and Morrissey to attend P3 Workshop on 14th Oct.
- Cllr Morrissey reported that stone laid on Furzedown Lane is looking good.

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

- Neighbouring property has reported possible water leak under cobbled path. Cllr Carpenter will report back to next meeting.

13. **Finance** - following payments and transfers were approved.

a) **Reconciliation of Cash Spread sheet with Bank Statements.**

b) **External Audit completion** – notice can be viewed on Parish Noticeboards and on the website here <https://www.sampfordcourtenay-pc.gov.uk/transparency-code-other-official-documents>

c) HMRC Notice of Penalty Assessment - £200 – Clerk has spoken to HMRC and her appeal is in a queue to be dealt with at end of October.

d) Transfer of budgeted sums to EMR’s – Church Clock £25; Training £200; Defibrillator Replacement £450; S137 £850 = £1525

M. Pratt – Clerk’s Wage	£303.20	25 hrs
HMRC	£ 75.80	
P. Mallet – Toilet Cleaner	£85.00	
P.Mallet – Toilet Sundries	£14.74	
EDF – Toilet Electric DD	£12.00	
PKF Littlejohn	£240.00	External Audit
Julie Carpenter	£231.66	Website Administration
Total Payments	£962.40 £1037.14	

Transfer between accounts	£1129.68	From Current Ac to EMR
Income	£ 47.50 £ 5,341.00 £1,299.00 £ 112.00 £ 53.00 £ 9.47	Seamoor Lotto 2 nd Precept Payment Oktobefest – EMR – Village Green New Inn Quiz – EMR – Village Green Plant Stall – EMR – Village Green Wayleave – poll on Village Green
Current Account	£3,532.94	
Reserve Account	£20,860.49	
West Country Grounds	£572.04	Village green & hedge cutting & weed control.
Michele Wilson	£369.10	Oktobefest Expenses
The Railway Inn	£ 96.00	Oktobefest Expenses
Burridge Printers	£ 69.00	Chair's Letter
M Pratt	£79.96	Envelopes and stamps -Chair's Letter.

14. Devon & Cornwall Police Report - Cllr J Palmer update – None

15. Clerk's Report (anything not already covered by Agenda items)

a) Social media post regarding changes to Stagecoach Bus Services in this area. DCC are currently undergoing a tendering process to replace cancelled services.

16. Trehill Lane – Cllr Coleman – was asked by a parishioner regarding overgrown trees over this unclassified lane. Cllr Coleman was actioned to report this to Highways for consideration
<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

17. 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)

18. Date of next meeting. To confirm the date of the next meeting which is scheduled for Wed 2nd Nov 22 at the Village Hall and via Zoom PLUS OPEN MEETING ON TUESDAY 18TH OCTOBER.

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

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)