

MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

Date and Venue – Tues 1st Mar 22 7.30 pm at Sampford Courtenay Village Hall (public are invited to attend via Zoom link below or in person.)

1. **Present** : - Cllrs M Wilson, M. Morrissey, M. Carpenter, P. Collins, C. Coleman, J. Friend, B. Tucker & J. Palmer + Clerk M. Pratt via Zoom + 1 member of the public.
2. **Apologies** – None
3. **Public Participation**
 - a) **Email to Clerk** – expressing concerns about Speed throughout the parish, faulty flashing speed sign on Greenhill, and dog faeces around village triangle walk – Clerk has responded to the email with the following points and information for all parishioners
 - i) Safer Roads is still one of the priorities of the Parish Plan, aided by the newly formed group of Speed Watch volunteers. (For more information of how to join the group please contact the Clerk)
 - ii) Faulty Flashing sign on Green Hill has been reported on numerous occasions – but parishioners are welcome to report it themselves here :- https://www.devon.gov.uk/roadsandtransport/report-a-problem/map/map_src/drm/
 - iii) Cllr Coleman reported that he has personally cleared the triangle route around the village of all dog faeces. He believes there is just one repeated offender and intends to highlight their responsibilities on behalf of the Parish Council.
4. **Declarations of Interest** – Cllr. Coleman declared a non-prejudicial interest under the following items on the agenda.
 - Item 9 - Renewal of Energy Contract for Public Toilets
 - Item 11(a) - Dartmoor Line – Sampford Courtenay Station
5. **Minutes** to approve and sign the Minutes of – Hybrid Meeting held on Tues 1st Feb 22(**already published on Noticeboards and Website**) were agreed and signed.
6. **WDBC Report** - None
7. **Storm Eunice** – SCPC support for parishioners left without Power, and lessons learnt for the future. – Cllr Wilson (9 feedback replies to date)

Cllr Wilson – thanked all Councillors and volunteers that had helped support parishioners during the extended Power Outage during Storm Eunice. She also thanked the Village Hall who allowed use of the hall as a “warm” haven, and place to recharge batteries etc Free of Charge. The Village Hall was also used for a member of the NHS in the parish to conduct private meetings, through use of the Village Hall Broadband.

Cllr Wilson has since made an application through Devon Communities for funding for an LPG Generator; 8 x Two way radios; + Waterproof equipment case to be used for future incidents.

Cllr Wilson is to arrange a separate public meeting to review and amend the SCPC Resilience Plan. The Clerk has already up-dated the Website with a new form for residents to complete if they wish to be added to an Emergency Contact list for future incidents. <https://www.sampfordcourtenay-pc.gov.uk/news/incident-management-team>

Cllr. Coleman reported that the core issue was the sense of isolation exacerbated by lack of TV, radio, mobile phones and similar as batteries ran down. Altogether he had received thirteen compliments regarding the PC's support for Parishioners.
8. **Planning** – to consider the following planning applications:
 - a) **0496/22/PDM - Mr Ash Miles, The Stable, Town Meadow** - Application to determine if prior approval is required for proposed change of use of agricultural buildings to 1.no dwelling house (Class C3) and for associated operational development (Class Q (a+b)) **INFO ONLY**

b) 0539/22/CLP – Village Hall - Certificate of Lawfulness for proposed removal of the existing Delabole slate roof, installing insulation and replacing the roof covering with the same Delabole slate with the exception of the rear northern internal elevations which will be a modern Spanish or similar slate to match the existing roof over the kitchen mono pitched roof

INFO ONLY

WDBC Planning Decisions: -

c) 0413/21/FUL – Public Toilets – WITHDRAWN

- 9. Renewal of Energy Contract for Public Toilets** – after discussion the following proposal was made. Clerk seek best **1 year contract** with lowest Standard Charge (as Annual usage of 105 units makes this charge negligible) Within this 12 month's Cllr Collins will liaise with Village Hall Committee to "piggy-back" off their electricity supply to the light on the Village Hall Steps to run LED lights in the Public Toilets. Capital costs to be paid by SCPC and a mutually agreed annual fee for Electricity paid to the Village Hall.

Proposed Cllr Collins Seconded Cllr Coleman – agreed unanimously.

ACTION – Chair to write to the Village Hall and Cllr Collins to put proposal to the Village Hall meeting April 6th.

- 10. Digital Inclusion** – Cllr M Morrissey - outlined his proposal that the Village Hall could be used for parishioner with poor or no broadband connectivity to access NHS consultations. It is believed, that unfortunately, more first consultations will be triaged remotely to assess if Face to Face appointments with NHS staff are required. Procedures would be put in place to ensure privacy of these consultations, but Cllr Morrissey already has the support of Devon Communities Internet Hub.

ACTION – Cllr Morrissey to put proposal together for Village Hall meeting April 6th.

Proposed Cllr Coleman Seconded Cllr Friend – agreed unanimously.

- 11. Defibrillator** – Confirmation of contract to Adopt BT Kiosk in the square has been received and BT have removed telephony equipment. Anthony Morris has kindly agreed to fit the Defibrillator, Free of Charge.
- a) Registration on Emergency Services System – SWAST NHS will advise on installation of the Defibrillator which will then be "pinned" to the Emergency Services Maps.
 - b) Training Dates for parishioners will also be arranged through SWAST – if you are interested in attending, please let the Clerk know.
 - c) SCPC will also look into raising funds to buy Children size pads for the kiosk.
 - d) Clerk has also ordered Defibrillator signs for the top of the Telephone kiosk

12. Parish Priorities –

- a) Dartmoor Line – Sampford Courtenay Station <https://www.dartmoor-railway-sa.org/> - Cllr Wilson and Clerk attended a meeting with Phil Townsend - Principal Highways Development Management Officer (West Devon and Dartmoor National Park) at Sampford Courtenay Station to discuss implications of increased vehicle traffic of the car park (in light of potential re-opening of the Station for Sunday Services and hopefully full service in the future) His comments were "He could see no fundamental objection in principal from Highways from a safety point of view in reactivating this car park for the station. He would recommend improving the visibility for leading traffic from Belstone Corner direction, with some prudent pruning and clearing of vegetation." These comments are made without prejudice to any comments that Planning may make or comments regarding more detailed proposals.
- b) Refurbishment of the Public Toilets – Cllr Carpenter update – work to replace the roof is due to take place during March. Cllr Carpenter asked for approval by SCPC for payment of £300 for the safe removal and replacement of the electrical supply while work takes place.
Proposed Cllr Carpenter, Seconded Cllr Collins – agreed unanimously.

Morris's have offered to quote for an upgrade to LED light fittings with integral microwave sensors and upgrade in the consumer unit.

- c) Safer Roads – Cllr J Palmer Community Speed Watch Update – due to inclement weather there have been no Community Speed Watch sessions this month. New volunteers to join the group are welcome. Please contact the Clerk for more details. It was suggested that Cllr Palmer and the volunteers demonstrate the Speed Watch Equipment at the Open Meeting on April 19th.
- d) SCEnSus - A free [Devon Local Nature Partnership webinar](#) will be looking at **nature's role in tackling the climate crisis** with a range of speakers discussing how the changing climate is impacting Devon's environments. Tuesday 29 March, 9.30am - 11.30am.

Cllr Coleman thought that SCEnSus should be subsumed into the general Council meeting rather than as a sub-committee and be referenced in full.

The Clerk assured all Cllrs that as a formally constituted sub-committee that Agenda and minutes were published as required.

Cllr Collins said that he did not wish to extend the duration of monthly SCPC meetings to include SCEnSus meetings.

Cllr Wilson reminded Cllrs that SCEnSus meetings and SCPC meetings are all open for any member of the public or other councillors to attend if they wish to be aware of the full debate and as a group was recognised and complimented by other Councils and Organisations for its initiatives.

The next SCEnSus meeting will be on Thurs 22nd March – 6.30 pm at the Village Hall. Full Terms of Reference of SCEnSus can be viewed here on the website <https://www.sampfordcourtenay-pc.gov.uk/policies-terms-reference> and Agenda and Minutes can be viewed here <https://www.sampfordcourtenay-pc.gov.uk/parish-council-minutes-agendas>

- e) Village Hall – Cllr P Collins – 2nd phase of the Lottery Grant application to be discussed at the Village Hall meeting 2nd March; plus up-coming events 5th March Big Breakfast and 12th March Barn Dance.
 - f) **Broadband/Mobile**– Cllr M Morrissey – confirmed that 12 properties around the New Inn have now been fitted with Fibre to the Premise by BT Openreach, and all seem to be working extremely well. Cllr Morrissey will send out another up-date via “Julie emails” and Facebook shortly. However, as this issue is so commercially sensitive it is very difficult to obtain accurate information from Broadband Providers. Best advice is for parishioners to keep logging on to BT and Airband websites and check their own post code for up-date.
 - g) **Footpaths/ P3** – Cllr M Carpenter – reported that the contractor has been working on Shoalgate Lane and Clifton Lane and both are in a much better condition. Cllr Coleman asked that the contractor be asked to review the gully on Shoalgate Lane, to aid water run off.
Cllr Friend asked about Bulland Lane to Weirford Lane (behind the Village Hall) – this lane is regularly scraped, but because of the gradient if it was completely cleared it would result in more water run off and any stone surface being washed out into the road at the bottom.
 - i) **Website has asked for an update** – to allow navigation by “tab key” for visually impaired users. Quote approx. £120 + VAT
Proposed Cllr Wilson Seconded Cllr Tucker – agreed unanimously.
13. **Village Green Report** – Cllr J Friend (**circulated to Councillors**)
- a) Proposal to share costs of re-capping dividing wall between Church and Village Green. PCC has kindly arranged and paid for removal of ivy from the wall, but ivy stump will need annual monitoring.
Proposed Cllr Wilson Seconded Cllr Friend – agreed unanimously
 - b) Fallen tree from Storm Eunice – Parishioners were invited to help themselves to the cut-up wood. Most has now been removed. There will be more when the rest of the tree is felled. It was proposed that the remaining brush be made into a Dead Hedge for the wildlife.

14. **Finance** – following payments were approved.

Clerk salary & Expenses	265.00	Feb hours = 36
Toilet Cleaner	71.28	
EDF	11.00 DD	Toilets – Electricity
Village Hall Rental for Meetings	84.00	Nov to Mar 22 incl
Julie Carpenter	231.66	Website Administration
Parish On Line – Footpaths Training – Clerk	10.00	EMR - Training
Marion Pratt – Corido – Jubilee Bench	505.00	EMR – Jubilee Fund
Colin Lethbridge – Footpath Work	10,837.20	EMR – P3
Picnic Benches for Village Green	1080.00	EMR - SCEnSus
Total Payments this month	13,095.14	
Reserve Account = EMR	£26,679.09	After these transactions & transfers
Current Account	£985.36	
Income	£37.50	Seamoor Lotto
	£1,100.00	Donations from Parishioners
Transfers between accounts	£10,360.80	From Reserve to Current
	£1,000.00	From Unearmarked cash flow until further VAT refund received.

14 **Support for Ukraine** – Cllr Collins proposed that SCPC make a donation to Red Cross to support those in Ukraine. After discussion it was agreed that SCPC would organise a Coffee Morning/Evening for parishioners to show their support and proceeds would be paid directly to the Red Cross Ukraine Appeal.

15. **The Department for Levelling Up, Housing and Communities has notified NALC that the expenditure limit for section 137 for the 2022/23 financial year is [£8.82/elector](#).** (Latest Electoral roll shows 521 parishioners x £8.82 = £4,595.22) **Current Ear Marked Reserve for S137 = £1,316.03**

16. **Confirmation of Sampford Courtenay Precept for 2022/23**
Precept £10,682

The 2022/23 Council Tax bill for a Band D property will show £42.55 for the Sampford Courtenay element of the total bill. This is an increase/decrease (shown as a minus figure) of 1.1% or £0.48 on the 2021/22 Band D figure.

17. Devon & Cornwall Police Report - Cllr J Palmer update –

Special Police recruitment - Devon and Cornwall Police will be open for recruitment from the 31 January until the 6 March. If you are looking for a new challenge? Wanting to make a difference in your community? then consider volunteering as a Special Constable? <https://recruitment-dcp-dp.org/devon-cornwall-volunteers/special-constables/>

18. Jubilee Bench and Picnic tables have been delivered – it is hoped to organise an Event on Saturday 23rd April on the Village Green for the “BIG REVEAL”.

If you are looking for some Jubilee bunting, flags etc yourself – this is the link to the Royal British Legion site.

Jubilee Merchandise from Royal British Legion can be found on their website here
<https://rbli.shop/collections/platinum-jubilee-2022>

19. Open Meeting – 19th April – 7.30 pm – provisional Agenda items will be:

- Broadband Up-date
- Speed Watch Demonstration
- NHS Hub at the Village Hall up-date
- St Andrew’s Church up-date
- Village Hall up-date

If you would like any other items/issues added to the Agenda please let the Clerk know.

20. Clerk’s Report (anything not already covered by Agenda item)

a) Invitation from Enchanted Beds for tour of the factory. – Cllrs have been invited to tour the Bed Factory at Sampford Courtenay Station to discuss their future plans.

b) Let’s Talk Teenagers – on line information sessions Book your place here <https://www.eventbrite.co.uk/e/lets-talk-teenagers-tickets-266793405257> Tues Mar 8th, 15th and 22nd.

c) West Devon Mayoral Awards - The West Devon Mayoral Award for Under 18s; The West Devon Mayoral Award for Over 18s / Organisation; The Mayor’s Green Award; Long Service Award; more information visit: <https://www.westdevon.gov.uk/mayors-awards>

Nominations close midday on Friday 11 March 2022. MAKE YOUR OWN NOMINATIONS AT THE ABOVE LINK.

d) West Devon/Mid Devon parishes in the Dartmoor National Park area are invited to nominate an individual to stand on the DNPA Board. [Nominations must be received](#) by 7th April. Cllrs circulated details nominations to be consider at PC meeting in April.

e) The Boundary Commission for England is holding a secondary **consultation on its proposals for new parliamentary constituencies** as part of the 2023 Boundary Review. NALC is [calling on parish and town councils](#) to have their say by responding to the consultation. – Councillors circulated details to consider.

21. Councillors’ reports and items for future agenda.

a) Verge from Footpath to New Inn Bridge – Cllr Tucker has been asking Highways if there is a possibility of making the verge from the Footpath on Green Hill to the bridge at the New Inn a safer place to walk. He has recently escalated this to Cllr John Hart of DCC

b) Concrete post in road at Sampford Chapple – Councillors questioned need and legality of this post at Sampford Chapple. It is believed to have been placed there to prevent traffic cutting the corner and damaging vehicles, legally parked, just back from the crossroads. Clerk to contact householder and Highways regarding this issue.

22. Date of next meeting. To confirm the date of the next meeting which is scheduled for Tues 22nd Mar, Finance Meeting and 5th April at 7.30 pm at the Village Hall and via Zoom.

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)

2022						
		Feb 1st	Mar 1 st + Finance Meeting 22 nd Mar			
. April 5 th April 19 th Open Meeting.	May 3rd AGM & Normal Monthly meeting	June 7th	July 5th	Aug 2nd	Sept 6th	Oct 4th
Oct 18 th Open Meeting	Nov 8th	Dec 6th	2023	Jan 3rd	Feb 7th	Mar 7th