

## MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

Date and Venue – Tues 2<sup>nd</sup> Aug 22 7.45 pm at Sampford Courtenay Village Hall

**Present:** Cllrs M Wilson, P. Collins, J. Palmer, M. Carpenter, C. Coleman, J. Friend, M. Morrissey & Clerk M Pratt + 1 member of the public

1. **Chair** Cllr M Wilson welcomed everyone to the meeting.
2. **Apologies** – Cllr B Tucker
3. **Public Participation** – a member of the public raised concerns regarding the number of heavy lorries using the road from Sampford Station to New Inn. Clerk will notify Highways and check that the weight restriction signs are clearly visible.
4. **Declarations of Interest** – Cllr Coleman declared an interest re Item 11a.
5. **Minutes** to approve and sign the Minutes of – Hybrid Meeting held on Tues 5<sup>th</sup> July (already published on Noticeboards and Website) – these were approved and signed.
6. **WDBC Report** - None
7. **Future Meetings** – to facilitate Village Hall booking for Yoga on Tuesday evenings it was agreed that Parish Council meetings should move to the first Wednesday of the month, starting with the October meeting.
8. **SCPC** are aware and concerned about the financial difficulties parishioners are currently facing and are publishing on the Website, Face Book, Roundabout and through the minutes funding streams that may help. Any parishioner with specific financial or other needs please contact the Clerk in confidence, for any advice or help they can provide.

**Cost of Living Payments** – find details on the following 2 websites

<https://costoflivingsupport.campaign.gov.uk/>

<https://www.westdevon.gov.uk/support-directory>

Millions of people on means-tested benefits will receive the first of two cost of living instalments totalling £650 from 14 July 2022, as part of a £37 billion government package to help families with cost of living pressures.

**Kids eat for free or for £1 -**

<https://www.moneysavingexpert.com/deals/cheap-restaurant-deals/>

9. **CIVILITY AND RESPECT PLEDGE** - <https://www.nalc.gov.uk/our-work/civility-and-respect-project#the-pledge>

NALC, SLCC, and OVW believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

The Civility and Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation within our sector. The pledge is easy for councils to sign up for

Sampford Courtenay Parish Council Monthly Parish Meeting [www.sampfordcourtenay-pc.gov.uk](http://www.sampfordcourtenay-pc.gov.uk)  
Clerk – Mrs M Pratt, Higher Town, Sampford Courtenay 01837 82285 ClerkSCPC@gmail.com  
and it will enable councils to demonstrate that they are committed to standing up to poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct.

We invite all councils to take the Civility and Respect Pledge.

Cllr Coleman proposed that SCPC should sign the above pledge; Seconded by Cllr Wilson and agreed unanimously. Cllr Coleman also asked to be notified of any associated training which he will then be able to cascade to other Councillors.

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

- a) 0151/22/FUL – 1 Station View – proposed new extension to provide living room with sun room and bedrooms above. SUPPORTED UNANIMOUSLY
- b) 2349/22/PDM – The Stables – Mr Ash-Miles – Change of Agricultural building to dwelling. INFO ONLY.
- c) 2329/22/FUL – Beer Farm – erection of stables with hay barn NO COMMENTS.
- d) 0896/22/FUL - Change of use from existing studio to form accommodation, create new extension to form new photographic studio; install Shepherd's huts & construct "Tree Houses" for holiday accommodation; form parking in existing Equine Sand School & install new sewerage treatment plant – Moorview Farm Bondleigh  
SUPPORTED UNANIMOUSLY
- e) 2595/22/PDM - Application to determine if prior approval is required for a proposed change of use of agricultural building to No. dwellinghouse (Class C3) and for associated operational development (Class Q (a+b)) Barn at SS 630 003 Cricket Farm, Sampford Courtenay, EX20 2TF  
INFO ONLY

**WDBC Planning Decisions: -**

- a) 0939/22/LBC – Mr Kent – Glebe House Annexe – Conditional Approval
- b) 1567/22/PDM – Mr Luscombe – Bude Farm – Agricultural building to dwelling – Prior approval required and given.
- c) 1652/22/NMM – Mr Linn – Methodist Chapel – Non Material minor amendment – Withdrawn.

**11. Parish Priorities –**

- a) Dartmoor Line – Sampford Courtenay Station <https://www.dartmoor-railway-sa.org/> -
  - i) OkeRail Meeting report. – Cllr Wilson reported that the application for Levelling Up funding is still ongoing & that WDBC & DCC would not re-submit planning applications for the new Parkway Station until funding had been secured. Cllr Coleman advised that Planning was not necessary for Railway applications. Cllr Wilson will mention this at the next OkeRail meeting.
  - ii) Request stops now being made at Newton St Cyres – SCPC Dartmoor Line group to chase up the feasibility study for similar request stops at SC Station.
  - iii) Volunteers have completed another tidy up at the Station.
  - iv) Application to GWR Community Fund unsuccessful
- b) Refurbishment of the Public Toilets – Cllr Carpenter – external refurbishment of roof, doors, windows and rendering have now been completed. Cllr Coleman congratulated Cllr Carpenter on work so far. He said “The outcome represents a significant enhancement, presents a favourable impression of the Parish particularly visitors. Although re-stated his position that he did not agree to the money being spent in the phased approach agreed by the Council”

- i) New furniture and signs have been obtained and will be fitted as soon as the interior has been re-painted. (Work party to be arranged)
- ii) Cllr Coleman reiterated his concerns regarding Professional Indemnity Insurance for the works carried out; however, Cllr Wilson reassured councillors and parishioners that the advice Cllr Coleman was quoting was from a completely different project in 2017, from our previous Insurers. Our current Insurers have been fully informed of all work that has been undertaken and confirmed SCPC is fully covered. Advice from DALC confirms the same.

c) **Safer Roads – Cllr J Palmer Community Speed Watch Update** – more speed watch sessions planned for this month.

d) **SCEnSus** - (see [SCEnSus Minutes](#) for full details)

e) Oct 1<sup>st</sup> – Octobefest Event – Fund Raising for future projects

f) Oct 21<sup>st</sup> – Recycle Fashion Show – SCEnSus event to promote recycling and fund raise for future projects

g) Oct 22<sup>nd</sup> – SCEnSus Coffee Morning – continuing the Recycle Theme and fund raising.

h) Village Hall – Cllr P Collins –

- i) Public Toilet Electricity – the Village Hall Trustees are currently consulting with their own Insurers regarding this matter.

i) **Broadband/Mobile**– Cllr M Morrissey –

**a) Update**

1. Survey work by Airband continues in the village

2. Sampford Chapple and The Beeches and surrounding area have been successfully surveyed and submitted for fibre installation to Airband.

3. The timescale for installation is not confirmed but should be this year. In 2021 Airband said installation in the village would be July to September so they may be roughly on track

4 The Parish Council will continue to push through WDBC for "missing" areas of the Parish to be addressed. We do know that there is a vacancy for Airband liaison person on the project which may not be helpful

5. If any parishioner receives further information, it will be gratefully received.

**b) Possible use of Village Hall Broadband** – Cllr Morrissey is concerned that in the current economic climate some parishioners may be forced to give up their own Broadband/Mobile contracts, and he would like to liaise with the Village Hall Trustees to see if a Community scheme could be set up to allow such parishioners to use the Free Broadband at the Village Hall. If any parishioner feel they would make use of such a facility, please contact the Clerk, so that we can gauge the viability of such a scheme. A full costs proposal is to be prepared to discuss with the Trustees of the Village Hall.

j) **Footpaths/ P3** – Cllr M Carpenter – £8,000 P3 money been awarded to SCPC to continue up-grades and maintenance of the parish footpaths. DCC has suggested that P3 money may not be available in coming years, therefore, our current Footpath priorities need to be readdressed.

12. **Village Green Report** – Cllr J Friend (circulated to Councillors) – no issues to report

13. **Finance** - approve following payments and transfers.

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

**b) Ear marked Reserves up-date** – it was agreed that the transfers agreed in the budget should be made on receipt on the 2nd Precept payment.

**c) Unity Corporate Multipay Card – still to be actioned**

**d) Jubilee Mugs account sheet.** – the Clerk has a few unclaimed mugs if anyone still wishes to purchase one at £6 each

**e) Cllr Coleman proposal** - to ascertain whether Fellow Councillors are empathetic to the difficulties some Parishioners may be experiencing and should consider a partial refund of the Parish Precept and sought a Secunder.

There was no seconder. Proposal dismissed

Cllr Morrissey – said that he would not second this proposal as it does not target need. He would prefer SCPC to consider practical ways to help parishioners in need as per Items 8 and 11 f b above; and Items 15 c and 15 f below.

Cllr Coleman stated that he would consult further on his proposal by sending a letter to all households in the parish.

Chair M Wilson, asked that any such letter should not intimate that it comes from the Parish Council, but merely from Colin Coleman as a private initiative.

The following invoices were approved for payment. Except Cllr Coleman abstained from approving the payment to Bourne Carpentry.

|                                  |                   |                                    |
|----------------------------------|-------------------|------------------------------------|
| M. Pratt – Clerk’s Wage          | £303.20           | 25 hrs                             |
| HMRC                             | £ 75.80           |                                    |
| P. Mallet – Toilet Cleaner       | £76.00            |                                    |
| P. Mallet - Sundries             | £16.69            | Cleaning Materials                 |
| EDF – Toilet Electric DD         | £12.00            |                                    |
| Bourne Carpentry                 | £6120.00          | Doors, Windows & Rendering Toilets |
| SLCC – Civility & Respect Course | £18.00            | Clerk Training.                    |
| Pattersons                       | £242.76           | Toilet furniture & sundries        |
| M. Pratt                         | £6.61             | Toilet Signs                       |
| Julie Carpenter                  | £231.66           | Website Administration             |
| Gold Coast Media                 | £180.00           | Website hosting to 14.7.23         |
| M. Pratt                         | £20.00            | Urinal blocks                      |
| M. Wilson                        | £3.65             | Postcard sleeves for Plant Stall   |
| SWWA                             | £56.08            | Toilets - Water                    |
| <b>Total Payments</b>            | <b>£7362.45</b>   |                                    |
| <b>Transfer between accounts</b> | <b>£4652.77</b>   | From EMR to Current Account        |
| <b>Income</b>                    | £34.00<br>£460.65 | Seamoor Lotto<br>Jubilee Mugs      |
| <b>Current Account</b>           | <b>£525.66</b>    |                                    |

|                        |                   |  |
|------------------------|-------------------|--|
| <b>Reserve Account</b> | <b>£20,334.25</b> |  |
|------------------------|-------------------|--|

**14. Devon & Cornwall Police Report** - Cllr J Palmer – to circulate details of an “Anti-Social Behaviour” conference.

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

- a) PKF Littlejohn have acknowledged receipt of AGAR forms & minor queries have been answered by Clerk to their satisfaction.
- b) Highways Officer is progressing the 2 new Village Signs as voted on by parishioners during COVID and seeking quotes for new Vehicle Activated Speed sign for Greenhill.
- c) Harvest Workers Co-op Mobile Van – now calls in the square with fresh vegetables etc on Tuesdays between 1.15pm – 2pm. The Clerk has asked them if they would consider also calling at The Beeches. They have called there for 2 weeks now, and will continue the trial for a month.
- d) Clerk has reported Water Leak near Honeycott on Tongue End road to Highways and DCC website. Leak on Frankland Hill has also been forwarded to SWWA.
- e) Star Council of the Year Awards – email forwarded to Councillors.
- f) DCC Cosy Homes Grants - Lower-income households invited to apply for free energy efficiency improvements to their homes  
If you have a household income of less than £30,000 a year, and live in Devon or Torbay, you may be eligible for free energy efficiency improvements to your home worth thousands of pounds.  
From this week members of the public can check their eligibility and apply through the Cosy Devon website. <https://www.cosydevon.com/>

**16. Date of next meeting.** Tues 6<sup>th</sup> Sept 22 – 7.45pm at the Village Hall and via Zoom

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)**