



## MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

Date and Venue – WED 1<sup>st</sup> Feb 23 7.30 pm at Sampford Courtenay Village Hall

**Present:** Cllrs M Carpenter, B. Tucker, M. Wilson, J. Friend, C. Coleman, M. Morrissey & P Collins & Clerk M Pratt + 3 members of the public

1. **Chair Cllr Michele Wilson welcomed** everyone to the meeting and wished to express condolences to Cllr J. Palmer on the death of her sister, and also to wish a speedy recovery to Brian Aldridge who is currently recovering from a heart attack.
2. **Apologies** – Cllr J Palmer
3. **Public Participation**
  - a) **475<sup>th</sup> Anniversary of Prayer Book Rebellion – June 2024 – David Boting Page** – explained that he has recently obtained the Program, cast list and some photos of the 450<sup>th</sup> Prayer Book Rebellion Celebration which took place in the village in 1999. As next year (May 2024) will be the 475<sup>th</sup> Anniversary he asked for the support of SCPC for a public meeting to look into viability of a “Tudor Fete” or other events to celebrate this historic occasion. **If you would like to be involved, or if you have photos etc of the 1999 event, please contact the Clerk.**
4. **Declarations of Interest** – Cllr Carpenter declared his interest in Item 7 d below, and Cllr Coleman declared his interest in Item 12 a.
5. **Minutes** - the Minutes of – Hybrid Meeting held on Wed 4<sup>th</sup> Jan 23 (already published on Noticeboards and Website) were approved and signed.
6. **WDBC Report** - None
7. **Planning** – to consider the following planning applications
  - a) **4419/22/FUL - Bude Farm** - Demolition of existing barn, erection of stables & creation of new driveway & parking from public highway SUPPORT UNAN
  - b) **4484/22/HHO – Bude Farm** - Householder application for demolition of 3 no. outbuildings & construction of single storey side extension & two storey rear extension SUPPORT UNAN
  - c) **4483/22/COM – The Countryman** - Notice of intention to install electronic communications apparatus comprising 1 pole at 10.5m high (9m above ground) for provision of FTTP INFO ONLY.
  - d) **0111/23/TCA – Langdale Barn** - T1: Aesculus hippocastanum - Laterally reduce lowest northern limb by up to 4 metres, to provide clearance from barn roof, reduce risk of limb failing over parking area and to stop interference with BT line SUPPORT
  - e) **0085/23/FUL** - Construction of hydro logically isolated plots, fence, sampling pits and internal vehicular track (track applied for retrospectively) SUPPORT
  - f) **Proposed base station installation upgrade at Cornerstone 12368501**, Willey Farm, Willey Lane Sticklepath, Okehampton EX202NG SUPPORT

**WDBC Planning Decisions: -**

g) 1335/22/OPA – Furzedown Farm -

h) 4483/22/COM - The Countryman

CONDITIONAL APPROVAL  
PERMITTED DEVELOPMENT

**8. Up-date on Request from Parishioner to list Church Rooms as a Community Asset.**

<https://www.westdevon.gov.uk/article/9250/Guidance-for-Local-Communities>

Following the deferment of this Item from the January SCPC meeting, Cllr Wilson has met with Rev D Spence and also contacted WDBC.

Having discussed the parishioner's request for the Parish Council to register the property, the PCC position is that whilst there are no plans to change the current arrangements for use and maintenance of the building, should any future decision be made to realise the capital of this asset, registration could offer the community reassurance that at least there would be an opportunity for action to take place to maintain and preserve the social, cultural and historic value of the property for the benefit of the community.

At the PCC meeting held on 11th January Rev Spence raised the registration of the rooms and this was discussed. There are likely to be further discussions regarding potential uses for the Rooms once a full survey has taken place. It was agreed with Rev Spence that a successful registration of the asset, could have potential benefits when applying for any grants in the future as it shows community interest and engagement.

It was proposed that the application be prepared and submitted.

Proposal - Cllr Wilson Seconded Cllr Carpenter

Votes in favour – Cllr Wilson, Cllr Carpenter, Cllr Morrissey, Cllr Tucker, Cllr Collins

Object – Cllr Coleman

Abstain – Cllr Friend.

**9. Follow up to Cllr Coleman's Paper on Snow Plan & Snow Volunteer Training.**

<https://www.devon.gov.uk/communities/opportunities/snow-warden-scheme>

Cllr Coleman is still working on aspects of the plan but had no proposals for the meeting and therefore, Cllr Morrissey proposed that this Item be removed from the Agenda until Cllr Coleman is in a position to present a paper for consideration by fellow councillors.

**10. Additional Grit Bin on Frankland Hill – Cllr Collins - <https://www.roadware.co.uk/-seconds-350-litre-400kg-grit-salt-storage-bin/> -**

Response from Highways (already circulated) – the meeting actioned the Clerk to pursue the option of obtaining a currently unused grit bin from another parish to place at Frankland Hill.

**11. Remaining logs from Chestnut Tree - <https://www.gov.uk/guidance/selling-wood-for-domestic-use-in-england>**

With the new regulations regarding the storage, drying and sale of logs it was agreed that the Clerk should write to the McIlwraith family, thanking them for storing them for the past few years and offer the remaining logs for their personal use.

**12. 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>

Cllr Wilson reported that the fantastic news regarding the successful Levelling Up application came after the last OkeRail meeting. However, the OkeRail Forum were positive in giving support to use their influence and experience to maintain a co-ordinated effort on developing other lines in the area eg Bude, Bideford – Barnstaple; Plymouth – Bere Alston and Plymouth to Tavistock.

Cllr Morrissey asked if Cllr Wilson could suggest at the next Oke Rail meeting that Sampford Courtenay Station be considered as a contingency/stand by station for Okehampton Station.

- b) Public Toilets – Cllr Carpenter
- i) Quote to sandblast & acid etch prime metal Toilet gate = £70 + VAT – Cllr Collins It was agreed that funds from the EMR Seamoor Lotto be used to pay for the gate to be sandblasted and primed.
  - ii) The paint has been located and can then be used to complete the maintenance of gate and railings.
  - ii) Someone is again blocking the ladies toilets with whole rolls of Toilet Paper. – It was agreed for Clerk to post notices in both Toilets explaining the additional work and cost this incurs. Philip, the cleaner, was thanked for the extra time he has had to put in each time to deal with these incidents.
  - iii) Work party to paint interior of toilets still to be arranged once weather gets warmer.
- c) Safer Roads – Cllr J Palmer Community Speed Watch Update –
- i) Joint council Speedwatch Presentation Okehampton Council Chamber – Thurs 26<sup>th</sup> Jan 6pm. Cllr Coleman was thanked for attending this meeting on behalf of SCPC and confirming the information already shared at previous meetings by Cllr J Palmer and Co-ordinator Emily Evely.
  - ii) Due to other work and family commitments Emily would like to step down as co-ordinator for Sampford Courtenay Speed Watch group – **if you would like to consider taking up this position please contact the Clerk.**
  - iii) As confirmed by Cllr Coleman, our current volunteers can train any other parishioners who are able to help run this Sub-Group of SCPC. **Again, if you are interested, please contact the Clerk.**
  - iv) As a follow on from the Okehampton meeting, they are hoping to compile a register of Speed Watch Volunteers, who would be willing to travel to neighbouring parishes to conduct speed watches, thus reducing the chance of having to “report” your own friends and neighbours for speeding.
- d) SCEnSus - Parish Spring Watch and Village Green working party to be arranged in the spring.
- e) Village Hall – Cllr B Tucker –
- i) Google Calendar on Website – a meeting with Website Administrator and Village Hall is to be arranged to discuss this
  - ii) Whereabouts of metal paint for Toilet Gates – found. See Item 12 b ii above.
  - iii) Publication of new hire charges for Village Hall & Hire Agreement – Cllr Tucker confirmed that there is a Hire Agreement which lists charges that is given to anyone booking the hall, he will check if the new charges can be published on the website.
  - iv) Village Hall Trustees kindly agreed to waiver hire charges for Defibrillator Training Session.
  - v) **Pensioners Lunch – 15<sup>th</sup> February – 12 o’Clock – Village Hall. £5 per head.** If you would like to attend, or know of a neighbour who does not have access to Internet notices, who may like to attend, please let them know and contact [secretaryvhsc@gmail.com](mailto:secretaryvhsc@gmail.com) or ring Rory on 07811324154 to book your place. **Places are limited.**

f) Broadband/Mobile– Cllr M Morrissey – reported that Airband are very elusive and seem to be tendering their work to a variety of “unbranded” engineers. This has led to concerns for some parishioners.

g) Footpaths/ P3 – Cllr M Carpenter – P3 Form deadline 13<sup>th</sup> Feb 2023 – Cllr Carpenter is currently seeking quotations for work to submit with this year’s P3 forms.

13. Village Green Report – Cllr J Friend (circulated to Councillors) – no issues to report. A working party of volunteers will be sought to help move branch debris to bottom of green to continue dead hedge work.

14. Finance -

a) Reconciliation of Cash Spread sheet with Bank Statements.

b) Precept form submitted by Clerk – with increased D properties in the parish this equates to a 2.3% decrease from last year. NB – the actual amount allocated through the Precept will be the same as last years.

c) VAT 126 Training Course update – The Clerk was thanked for attending this Training and preparing a report of advice for councillors.

Cllr Morrissey proposed that SCPC adopt the advice of the Clerk, Seconded Cllr Collins This was approved by 6 councillors with Cllr Coleman objecting.

d) Request from PCC for a contribution towards £1100 cost of making safe the Lime Tree in the Church yard. Cllr Wilson proposed a contribution of £250 be made from S137 EMR Funds towards this expenditure. Seconded by Cllr Collins – approved unanimously.

e) Approval of following payments and transfers – unanimously approved.

M. Pratt – Clerk’s Wage	£293.60	This includes deduction of £37 overpayment in Jan.
HMRC	£73.40	
P. Mallet – Toilet Cleaner	£76.00	
EDF – Toilet Electric DD	£12.00	
<b>Total Payments</b>	£455.00	
<b>Transfer between accounts</b>	£167.20	From EMR to Current AC
<b>Income</b>	£26.00	Seamoor Lotto
<b>Current Account</b>	£651.57	After above transactions
<b>Reserve Account</b>	<b>£28,964.42</b>	After above transactions

**15. Devon & Cornwall Police Report - Cllr J Palmer update** – circulated.

**16. Clerk's Report**

**a) Defibrillator Training** – has been booked for 6.30pm on Wed 22<sup>nd</sup> Feb 2023 at the Village Hall

**PLEASE BOOK YOUR PLACE ASAP WITH THE CLERK**

**b) Coronation Mugs** – available to order. **Minimum order 36 mugs (£8.20 per mug) ORDERS PLEASE BY NEXT MEETING 1.3.23.**

**c) Clerk has submitted re-declaration to The Pensions Regulator. (This recurs every 3 years)**

**d) Mayoral Awards** - <https://www.westdevon.gov.uk/mayors-awards> - please check this link for details on how to make a nomination.

**e) DALC would like to know what councils are planning to do to mark the Coronation** – SCPC are organising Commemorative Mugs (see Item 16b above) and will be asking for your suggestions for how to mark the “BIG HELP OUT” on the Monday; Village Hall Trustees will be discussing their plans for this weekend at the next meeting. **IF YOU HAVE ANY SUGGESTIONS ON HOW YOU WOULD LIKE THIS HISTORIC MOMENT MARKED IN SAMPFORD COURTENAY PLEASE CONTACT SCPC CLERK OR VILLAGE HALL SECRETARY.**

**f) Okehampton's Civic Dinner & Dance – Fri Mar 3<sup>rd</sup> 7pm - £40 ph – invitation for Chair and Guest** – Cllr Wilson would like to attend and take Clerk M. Pratt as her guest. Cllr Coleman proposed that cost of tickets and expenses should be met by SCPC. Cllr Wilson and Clerk, thanked Cllr Coleman for his kind proposal – but offered to pay their own costs rather than add extra cost onto the Parish Precept.

**17. Date of next meeting.** To confirm the date of the next meeting which is scheduled for Wed 1<sup>st</sup> Mar 23 at the Village Hall and via Zoom

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

Agenda published – 27.1.23

**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**