



MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

Date and Venue – WED 4TH JAN 23 7.30 pm at Sampford Courtenay Village Hall

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

1. **Chair Michele Wilson welcomed** everyone to the meeting and wished them all a Happy New Year.
2. **Apologies** – Cllr J Palmer
3. **Public Participation**

a) **A request has been received from a Parishioner asking SCPC to list the Church Rooms as a Community Asset.** <https://www.westdevon.gov.uk/article/9250/Guidance-for-Local-Communities>

The meeting agreed that Clerk/Chair should write and formally contact the PCC and WDBC and inform them of this request, and place the item on the Agenda for the next meeting for a decision. If any parishioner wishes to comment on this item please get in touch with the Clerk before the next meeting.

4. **Declarations of Interest** – None
 5. **Minutes** to approve and sign the Minutes of – Hybrid Meeting held on Wed 7th Dec 22 (already published on Noticeboards and Website) were approved and signed.
 6. **WDBC Report** - None
 7. **Planning** – to consider the following planning applications
 - a) **4140/22/AGR** - Greenlane Bridge Farm – Application to enquire if pre-approval is required for open front agricultural barn. INFO ONLY
 - b) **4140/22/AGR** – Greenlane Bridge Farm – Open fronted barn WITHDRAWN
- WDBC Planning Decisions: -**
- a) 0151/21/FUL – 1 Station View CONDITIONAL APPROVAL

8. **Up-date Snow Warden Register** – Cllr Coleman was actioned to arrange a Refresher Training session for current and new Snow Volunteers.
<https://www.devon.gov.uk/communities/opportunities/snow-warden-scheme>

Cllr Coleman asked that all councillors and Clerk review his paper on the Snow Plan submitted immediately prior to the meeting, and make any comments for him to address at the next meeting.

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

The meeting agreed that subject to confirmation by Highways, that they will add an additional Grit bin to their salt/grit refilling schedule – the Clerk to order one of the bins as per link above, to be paid for out of the Resilience Fund.

Cllr Wilson to check on the current supply of salt bags stored at Frankland Farm.

Parishioners are urged to report any accidents that occur anywhere within the parish, but particularly those caused by icy conditions on Frankland Hill, both to the Police and the Clerk so that an evidentiary record can be maintained.

10. Confirm dates of meetings for coming year –

2023						
In Election year's the AGM has to take place within 2 weeks of the Election which is on May 4 th .			Jan 4th	Feb 1st	Mar 1 st + Finance Meeting 22 nd Mar	April 5 th
May 17 th AGM – followed by monthly meeting.	Open meeting date to be agreed	June 7th	July 5th	Aug 2nd	Sept 6th	Oct 4th
Oct 18 th Open Meeting	Nov 1st	Dec 6th	2024	Jan 3rd	Feb 7th	Mar 6th

An additional Parish Open Meeting may be added after the Election period.

11. Parish Google Calendar on the Website. – Cllr B Tucker was asked to confirm with the Village Hall Trustees if they will allow their Google Calendar to be published on the Website.

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>

There is an OkeRail meeting scheduled for Thurs 5th Jan – but so far there is no up-date on the levelling up funds for the new Okehampton Parkway Station Sampford Courtenay Working group meeting is currently deferred to await an update of the decision

- b) Public Toilets – Cllr Carpenter – paint has been obtained and Cllr Carpenter will arrange for volunteers to complete the interior refurbishment.

Cllr Wilson asked if the gate to the toilets could also be refurbished. SCPC has already bought the necessary paint which was used to paint the Village Hall Gate. Cllr B. Tucker asked to find out whereabouts of remaining paint. Cllr Collins will also get a quote for sand blasting the gate and priming.

- c) Safer Roads – Cllr J Palmer Community Speed Watch Update – request for more volunteers in the parish to help run this Sub-Group of SCPC.

Joint council Speedwatch Presentation Okehampton Council Chamber – Thurs 26th Jan 6pm. Cllr Coleman said that he would try to attend this session.

- d) SCEnSus – no update

- e) Village Hall – Cllr B Tucker –

i)- Hire of Hall – new charges - £9.00 per hour; £4.50 per hour for “Community Events” + £15 for use of cooker + Heating paid for all events through coinage meter.

The Clerk asked if the new Hall Charges would be published together with a Hire agreement for users.

ii) Hire charge for use of Projector & Screen – 8 bookings for the coming year so far. The meeting agreed that for the time being SCPC would loan their equipment free of charge to the Village Hall, but that this arrangement should be reviewed every quarter.

Cllr Coleman had concerns that even loaning equipment free-of-charge may have a VAT implication and would check this out with HMRC.

iii)- <https://acre.org.uk/platinum-jubilee-village-halls-fund/> Deadline 20.1.23 – the Clerk asked if the Village Hall were aware of the Fund below:

Funding for village halls!

The Platinum Jubilee Village Hall Fund is open for applications; village halls in England can apply for grants from £7500 to £75,000 to **improve and modernise their facilities**. Grants can be up to a maximum of 20% of eligible project costs to cover infrastructure improvements, the refurbishment of facilities and measures to improve energy efficiency. The fund closes on 20 January 2023.

- f) **Broadband/Mobile**– Cllr M Morrissey – is in communication with Airband regarding 2 areas of the parish (Paize and Cliston) who currently are not due to be connected to the fibre roll out.

- g) **Digital Skills sessions** – Cllr M Morrissey – as the Village Hall have chosen to organise these sessions, Cllr Morrissey asked that this item be removed from future Agenda items and that the 3 dates already booked be cancelled.

- h) **Footpaths/ P3** – Cllr M Carpenter – P3 Form deadline 13th Feb 2023 – Cllr Carpenter has sent out tenders for proposed work and will complete P3 forms together with Cllr Morrissey.

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

a) Lime Tree in the Churchyard – there is a pile of logs beside the church wall. Parishioners are welcome to come and take them away. If you would like to make a small donation towards the limbing of the tree, there is a donation box in the wall inside the church. Thank you.

12. **Finance** -

a) Reconciliation of Cash Spread sheet with Bank Statements.

b) Following payments were approved and actioned for payment. Cllr Coleman abstained from approval of payment of Lottery Annual fee.

M. Pratt – Clerk’s Wage	492.80	25 hrs @ new pay scale of £16.64 ph + £200 hrs back pay @ £1
HMRC	123.20	
P. Mallet – Toilet Cleaner	95.00	
EDF – Toilet Electric DD	£12.00	
Total Payments	£723.00	
Transfer between accounts	Zero	From Current Ac to EMR
Income	£26.00	Seamoor Lotto

Current Account	£975.71	After above transactions
Reserve Account	£29.048.92	After above transactions
Small Society Lottery Annual Fee	£60.00	2020, 2021 & 2022 – Gambling Act 2005. SS98, 252
Mike Carpenter	£47.74	Paint for Public Toilets

13. Devon & Cornwall Police Report - Cllr J Palmer update – A police front desk, accessible to the public, is planned to reopen in Okehampton in June 2023, Police and Crime Commissioner Alison Hernandez has stated.

14. Clerk's Report

a) Defibrillator Training – has been booked for 6.30pm on Wed 22nd Feb 2023 at the Village Hall. In light of Item 12 e (i) above – Cllr Coleman proposed a formal request to the Village Hall to waive any fees for this Community Event. This was seconded by Cllr Morrissey and agreed unanimously.

b) Small Society Lottery Fee – it was agreed as at Item 12 b above to pay the outstanding fees but then not to renew in February.

c) Local Elections on 4th May – it was agreed that Clerk would publish articles explaining the work of the Parish Council and responsibilities of a Parish Councillor to encourage nominees for this year's election.

d) King Charles 111 Coronation Mugs – SCPC agreed to order a supply of Coronation Mugs. These will be available Free of Charge to parishioners under 16 who register with the Clerk, and available to purchase for £7 each to anyone else. PLEASE LET THE CLERK KNOW IF YOU WANT TO ORDER ANY, as soon as possible. Thank you.

15. Date of next meeting. To confirm the date of the next meeting which is scheduled for Wed 1st Feb 23 at the Village Hall and via Zoom

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

Agenda published – 30.12.22

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)