



MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

Wednesday May 1st 2024

Present – Cllrs M Wilson (Chair) M. Carpenter , P Collins , J McIlwraith , J Moesel , V Smedley and T Squire .
Malcolm Harris (Clerk) Cllr J McInnes (DCC) 6 members of the public

1.0.05/24 CHAIRS WELCOME

Cllr Wilson welcomed everyone to the meeting.

2.0.05/24 APOLOGIES

Received by Cllr M Casbolt (WDBC)

3.0.05/24 DECLARATIONS OF INTEREST

There was a declaration of interest under 3.2 - to declare any personal interests in items on the agenda –
Cllr McIlwraith declared an interest in Agenda item 9.3

4.0.05/24 APPROVAL OF MINUTES held on the 27 March 2024

It was resolved that the minutes of the Council meeting held on the 27 March 2024 be signed as an accurate record . Proposed Cllr Collins Seconded Cllr McIlwraith All in favour

5.0.05/24 PUBLIC PARTICIPATION

No items

6.0.05/24 WDBC

No report received

7.0.05/24 PLANNING

7.1.05/24 1160/24/PDM *Gilmoor* agricultural building to house – noted prior approval determination review

7.2.05/24 028405 – *Crosslands* – noted that it is not in breach of any planning issues

7.3.05/24 1016/24/NM – *Enchanted House Beds* – noted approval of minor application amendment

8.0 05/24 PARISH PRIORITIES

8.1.05/24 **Safer Roads** –Cllr Collins confirmed that the Grit Bin would be delivered and installed on May 4th

8.2.05/24 **Autumn Clean Up** – Cllr McIlwraith – this item related to the Clean Up at Sampford Courtenay Station. The licence has been granted to the Parish Council from Network Rail. The Parish Council have received an offer from the Sampford Courtenay Cic Community Rail Partnership to take on the responsibility for maintenance and preservation of the Sampford Courtenay Station.

It was proposed to accept the offer of maintenance and preservation of the Sampford Courtenay Station by the Sampford Courtenay Cic . Proposed Cllr McIlwraith Seconded by Cllr Willson All in Favour

8.3.05 /24 **Prayer Book Rebellion** – Three successful events have taken place recently. The main event is scheduled for Saturday June 8th 2024 in the village . On the event day , as many volunteers as possible will be required. On the 18th May the Family History Society will be presenting information collated from parishioners.

8.4.05/24 **Footpaths** –It was agreed to defer this item to the Annual Open Parish Meeting May 1 2024



9.0.05/24 COUNCILLOR AND CLERK REPORTS

9.1.05/24 Foundation Award – Cllr Wilson had circulated the criteria for fulfilling the award and the current status and progress. It was agreed that a full report would be brought to the June 26 2024 meeting.

9.2.05/24 Dartmoor Line – this item was deferred to the Annual Open Parish meeting - 1 May 2024

9.3.05/24 Parish Council E Mails (NALC Guidance) - Clerk Malcolm Harris discussed the recommendation by NALC for Parish Council emails to migrate to a *Gov.uk domain* . The Parish Council had received information on the likely costs of the work . It was agreed that a full report would be brought to the June 26 2024 meeting.

9.4.05/24 North Dartmoor Health – Cllr Wilson attended an open meeting of the campaign group who are working to maintain health provision and clinics at Okehampton Hospital. A new initiative has been launched to support the campaign , gathering evidence of its use and focussing upon residents memories of the hospital.

10.0.05/24 FINANCE

10.1 . 05/24 The Annual Governance & Accountability AGAR 2023/24 had previously been circulated

10.1.1.05/24 The Clerk to circulate an action plan to Cllrs based upon discussions with the internal auditor and items on the internal audit report.

It was proposed to accept and review the recommendations of the internal audit report.

Proposed Cllr Wilson Seconded Cllr Collins All in favour

10.1.2.05/24 The financial accounts for 2023 / 2024 had previously been circulated .

It was proposed to accept and approve the financial accounts for 2023/ 2024

Proposed Cllr Wilson Seconded Cllr McIlwraith All in favour

10.1.3.05/24 Section 1 AGAR 2023/24 - signing of the Annual Governance statement

It was proposed to approve and sign Section 1 AGAR 2023/24

Proposed Cllr Wilson Seconded Cllr McIlwraith All in favour

10.1.4.05/24 Section 2 AGAR 2023/24 – signing of the Accountancy Statements

It was proposed to approve and sign Section 2 AGAR 2023/24

Proposed Cllr Collins Seconded Cllr Carpenter All in favour

10.2.05/24 Monthly Accounts – Noted

10.3.05/24 Receipts and Payments – the previously circulated list of receipts and payments were approved

It was proposed to approve the Receipts and Payments List

Proposed Cllr Wilson Seconded Cllr Carpenter All in favour

11.0.05/24 Village Hall Update

This item was deferred to the Annual Open Parish Meeting

12.0.05/24 ITEMS FOR AGENDA (June 26 2024)

- Internal Audit 2023.24 Action Plan – Clerk
- The Foundation Award Action Plan – Cllr Wilson
- Parish Council Priorities 2024/25 – Clerk
- Probationary Review of the Parish Clerk - Cllr Wilson (To be heard under Part 2)
- Update on Casual Vacancy – Clerk
- Adoption of SCPC Standing Orders 2024

The date of the next meeting is June 26th 2024 at 7.30 pm

The meeting closed at 8.05 pm , there being no further business .

Malcolm Harris – Clerk to Sampford Courtenay Parish Council