



## MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING – WEDNESDAY 13 NOVEMBER 2024

**Present :** Cllrs M Wilson ( Chair ) M Carpenter, P Collins , J McIlwraith , J Moesel , T Squire , A Green , Malcolm Harris ( Clerk ) 2 members of the public

**1. Chair's Welcome** - Cllr Wilson welcomed everyone to the final meeting of Parish Council for this year 2024 , whilst noting that there will be a Parish Community meeting on the 26<sup>th</sup> November . The Chair thanked the parishioners for their support throughout the year and those volunteers who helped realise the achievements and success of the community projects ; especially the 475<sup>th</sup> Prayerbook Rebellion events. The Chair wished everyone a peaceful and joyous Christmas and a Happy New Year and looked forward to seeing parishioners and families at the festive Annual Christmas tree lighting with Carols in the Square on Friday 6<sup>th</sup> December.

**2. Apologies** Cllr V Smedley

### **3. Declarations of Interest**

**3.1.** Register of Interests – Councillors were reminded of the need to update their register of interests

**3.2** There were no declarations of any personal interests in items on the agenda and their nature

**3.3** There were no declarations of any prejudicial interests in items on the agenda and their nature

**4. Approval of Minutes** – it was resolved that the minutes of the Council meeting held on September 4<sup>th</sup> 2024 , previously circulated , be signed as an accurate record. Proposed : Cllr Wilson Seconded Cllr Carpenter All agreed

**5. Public Participation** – no comments received

### **6. Planning**

**6.1** 3299/24/FUL Willow Chip Farm – Retrospective application for siting of shepherds hut . There was a lengthy discussion regarding the retrospective nature of the application and the parish council will be resubmitting their previous comments and continue to oppose this application . It was resolved to raise their concerns with WDBC with copies forwarded to the WDBC Councillors . Proposed Cllr McIlwraith Seconded Cllr Moesel All agreed

**6.2** 2860/24/FUL Higher Clifton Farm EX202TL – the Council supported this application. This comment to be sent to WDBC.

**6.3** 3128/24/FUL Old Railway Station – no comments on the application. A No Comment submission will be sent to WDBC.

**6.4** Delegation of Planning Application Decisions and Virtual Planning Sub Group – Cllr McIlwraith talked to the proposal and a discussion followed. It was resolved that : 6.4 a) the Parish Council establish a virtual planning Councillor sub – group , and 6.4 b) that the Clerk forward all planning applications to Cllr McIlwraith , for the sub-group to consider and review; and 6.4 c) the sub- groups recommendations to be forwarded to the Clerk for the formal response to WDBC ( this relates to applications whereby a deadline for responses can NOT be met within a normal Parish Council meeting cycle, and where a subsequent recommendation is unable to be made by a Full Council ) 6.4 d) Where any planning application is deemed contentious or of significant public interest , this too will be referred to a full Parish Council meeting .

Proposed Cllr McIlwraith Seconded Cllr Wilson All agreed

**6.5** 0006/22/FUL Berrydown Farm Exbourne – a reconsultation– regarding the provision of hardstanding and ancillary works to the existing traveller site – Cllr Wilson , prior to the meeting had circulated to all Councillors ,full details of the Parish Council's response to the original application in 2022 . A discussion followed and it was concluded that there did not appear to be any changes of significance to the original application , or any formal investigation or enforcement since that time, on issues raised regarding the failure to comply with the original planning permission granted. There appears to be significant local objection continuing, with regard to the application. It was resolved that the Parish Council would oppose the application and reiterate their original 2022 comments to WDBC . Proposed Cllr Wilson Seconded Cllr Moesel All agreed

### **7. Parish Priorities**

**7.1 Deliver Safe Roads** – Cllr Wilson reported on the DCC Highways webinar presentation that she had recently attended. All the information had previously been circulated to Councillors . Highways be asked to attend an Open Parish meeting in the future although the November 26<sup>th</sup> meeting was not an available date .

**7.2 Historic Heritage** – Following the Time Travellers talk , the actions and ideas will be discussed at the Open Parish meeting in November. Cllr Wilson reported that the Parochial Church Council has created a working group to consider the heritage of the Church assets , including the Church rooms . The Open Parish meeting will also consider the proposals for the Prayer Book Rebellion group; specifically in the use of the funds raised through the events this year. The funds remain

within the Parish Council EMR's.

**7.3 Village Green Development** – Cllr Carpenter reported that he was awaiting final quotes on works to the Waterpath and accessibility improvements to the village green and will report back to a future meeting. **Action Cllr Carpenter**  
Cllr Green gave feedback on the recent survey undertaken to discuss the future development of the Village Green. A link to the presentation and the survey is set out below. The survey results will be part of the Open Parish meeting on the 26<sup>th</sup> November and published on the Sampford Courtenay Community Website in due course.

**7.4 Sampford Courtenay Station** – Cllr McIlwraith reported that the fence has been repaired at the station and that there was to be a briefing for volunteers on the 30<sup>th</sup> November to discuss arrangements for a Clean Up day . Subsequently , following the meeting , it was highlighted that this date clashed with the Parish Winter Wonderland and the Church Bazaar and a date is to be confirmed . An update will be provided to the next parish council meeting. **Action Cllr McIlwraith**

**7.5 Public Toilets** – Cllr Carpenter gave an update and reported that a leak had been found in the roof and has arranged for contractors to inspect and report back to him. It was noted that the automatic flushers were not working and these will be investigated and costs identified. **Action Cllr Carpenter**

**7.6. Agricultural and Rural Business** – Cllr Wilson reported that a Rural Support network document had been circulated to Councillors and that the Rural Crime Team from Devon and Cornwall Police had been asked to attend a public coffee morning to give an update on their support and investigative methods that support farmers and sheep attacks. A date is to be arranged and advertised . **Action Cllr Wilson**

## **8. Councillor and Clerk Reports**

**8.1 E Mail.gov.uk domain** – the Clerk presented a report which identified the number of options available to the Council with regard to moving their G Mail address to a secure..gov.uk domain. Following discussion , the Councillors decided to remain with the G Mail accounts and review in 12 months or when it becomes mandatory. The report is available on [www.sampfordcourtenay-pc.gov.uk/sites/default/files/downloads/2024-11/govuk-report](http://www.sampfordcourtenay-pc.gov.uk/sites/default/files/downloads/2024-11/govuk-report)

**8.2 Local Events** – Cllr Wilson reported that Defibrillator training was recently offered to the village but due to heavy commitment to other local events, the training will take part in January next year . It was decided that a sum of £40 be authorised from the Parish Council funds to host the Village Christmas Tree lighting event and provide refreshments .

**8.3 “ Remote attendance and proxy voting at Local Authority meetings “** – the Clerk reported that the Government intends to legislate to give local authorities the flexibility to allow elected members to attend formal council meetings remotely. After discussion , the Parish Council agreed to support the broad principle of granting local authority powers to allow remote attendance at formal meetings – it was agreed that the Clerk would forward a response on the Government portal on this basis. **Action – Clerk**

## **9. Finance**

**9.1** The Monthly accounts were previously circulated to Councillors – there were no comments.

**9.2** The Payments and Transfers , previously circulated to Councillors were approved .

**Proposed Cllr Wilson Seconded Cllr Carpenter All agreed**

**9.3 Draft Budget/Precept 2025/26** – the Clerk explained that the draft budget and precept proposals were DRAFTS for discussion only and the January meeting will approve the 2025/26 budget and precept. Following the discussion it was agreed that the £500 web administration contingency fund would be reallocated to the Parish enhancement fund for 2025/26 . Full details of the draft budget proposals are available on

[www.sampfordcourtenay-pc.gov.uk/sites/default/files/downloads/2024-11/draft-budget-precept-information-discussion](http://www.sampfordcourtenay-pc.gov.uk/sites/default/files/downloads/2024-11/draft-budget-precept-information-discussion)

**9.4 National Pay Agreement ( Local Authorities )** **It was resolved that the National Pay Agreement be adopted by the Parish Council and that back pay from April 1<sup>st</sup> 2024 to date is reimbursed as a one off payment .**

**Proposed Cllr Wilson Seconded Cllr Collins All agreed** A report is available on

[www.sampfordcourtenay-pc.gov.uk/sites/default/files/downloads/2024-11/agenda-report-regarding-clerk-wages-back-pay](http://www.sampfordcourtenay-pc.gov.uk/sites/default/files/downloads/2024-11/agenda-report-regarding-clerk-wages-back-pay)

## **10. Village Hall Update**

Cllr Green updated the meeting . 2023/24 Village Hall Accounts have now been finalised and it was noted that over the past 3 years that income had declined and the Village Hall understand that there is a need to promote more usage and events at the venue. Remedial works are required on section of the Hall floor and quotes are currently being obtained . Grants will be required to undertake the work .

**11. Date of the next meeting /Items for Agenda** - The date of the next meeting is January 8<sup>th</sup> 2025

Items for discussion – Setting the Precept 2025/26 , Current Broadband situation ,

**The meeting closed at 9.30 pm**

**Clerk Malcolm Harris** [SCPCclerk@gmail.com](mailto:SCPCclerk@gmail.com) **Bridge Cottage Sticklepath EX202NR 01647 279598**