



## NOTICE OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

**To Members of Sampford Courtenay Parish Council you are duly summoned to attend the meeting**

**Date and Venue – Wednesday 25th June 2025 7.30pm at the Sampford Courtenay Village Hall**

### **DRAFT AGENDA**

- 1. Chairs Welcome**
- 2. Present**
- 3. Apologies**
- 4. Declarations of Interest**
  - 4.1. Register of Interests – Councillors are reminded of the need to update their register of interests
  - 4.2 To declare any personal interests in items on the agenda and their nature
  - 4.3 To declare any prejudicial interests in items on the agenda and their nature ( Councillors with prejudicial interests must leave the room for the relevant item)
- 5. Approval of Minutes** – to resolve that the minutes of the Council meeting held on 7<sup>th</sup> May 2025 , previously circulated and be signed as an accurate record.
- 6. Public Participation** – this item is limited to a maximum of 20 minutes and will be conducted in accordance with the Standing Orders of the Parish Council. These are available to read in full on the website or available from the Clerk.
- 7. Planning**
  - 7.1. **0653/25/FUL** - Applicant: Mr Porter, Little Incott Farm EX20 2SW Change of use of land from agricultural/ equestrian to garden & erection of garage - **Decision: Conditional Approval for information only**
  - 7.2 **0984/25/PHH** - Mr Lloyd Chapman, Avondale, Southey Lane, Sampford Courtenay EX20 2TE  
**Decision: Prior approval required and refused**
  - 7.3 **1341/25/PDM** - Mr James McIlwraith, Solland Farm, Exbourne, EX20 3QT **Comments by 9th June 2025**
  - 7.4 **450/25/LBC** - Applicant **not listed**, Westacott Honeychurch EX20 2AG, Listed building consent for changes  
**Comment required by 26th June**
- 8. Parish Priorities**
  - 8.1 **Review and agree 2025/26 priorities.** See attached report
  - 8.2 **Update on Village Green Footpath contract** - Cllr Carpenter
- 9. Councillor and Clerk Reports**
  - 9.1 FOI request from Mr Coleman
  - 9.2 Tamar Energy Community stand at Sampford Courtenay Village Fete
- 10. Finance**
  - 10.1 Monthly accounts to note current position – previously circulated to Councillors
  - 10.2 To approve the Payments and Transfers – circulated with Agenda
  - 10.3 Internal Auditors report
  - 10.4 Dartmoor Search and Rescue Team Appeal – See Appendix B
- 11. Village Hall Update**
- 12. Date of Next meeting** - Wednesday 3rd September 2025 19:30 Sampford Courtenay Village Hall

Members of the Public are cordially invited to attend all Parish Council Meetings - to give their views and to ask a question of the Council on issues relating to the agenda. The Chair will direct any written or verbal responses.

Alan Matthewman - Parish Clerk: [ClerkSCPC@gmail.com](mailto:ClerkSCPC@gmail.com) 26 Fairways, High Bickington, EX379BZ Tel 01769560740

## Payments, Receipts, and Transfers for approval/ratification – 7<sup>th</sup> May 2025

Payments			
Details	Amount	Notes	Status
Yu Energy	£9.54	Toilets - Electricity	Paid
SWW	£64.18	Toilets - Water	Paid
DALC	£250.68	NALC Membership	Paid
Bank Service Charge	£6.00	Bank charges	Paid
P Mallet	£97.68	Toilets - Wages - Paid @ £12.21ph - new National Living wage	Pending
A C Matthewman	£341.76	Clerks Wages	Pending
HMRC	£85.20	Clerks PAYE	Pending
SLCC	£37.50	Clerks professional membership	Pending
<b>Total Payments</b>	£892.54		
Income			
Seamoor Lotto	£20.50	Lotto win	Banked
WDBC	£6315.50	1st instalment Precept	Banked
<b>Total Income</b>	£6336.00		
Transfers between accounts			
Total transfers to current T1			
Bank service Charges for 25/26	£72.00	Transferred from EMR Bank interest to cover annual charges	Pending
Total transfers to Reserve Acc			
Seamoor Lotto	£20.50	To EMR Seamoor Lotto	Pending
<b>Account Balance before the pending transactions.</b>			
Current account	£6853.12		
Reserve account balance	£33701.97		