



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 3rd September 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 25th June 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: Update on previous applications, appeals, enforcement notices** (details to follow)
 - 7.2: New Applications** (Details to follow)
 - 7.3: Invitation to site visit** (Copy attached in notes.
- 8. Parish Priorities**
 - 8.1 **Review 2025/26 priorities.**
 - 8.2 **Update on Village Green Footpath contract** - Cllr Carpenter
- 9. Councillor and Clerk Reports to consider:**
 - 9.1: Adoption on financial policy to meet new Assertion 10 of the National Agar regulations regarding the requirement that the email communication system of council be based on a council owned website rather than on G.mail.
Sampford-courtenaypc.gov.uk would appear to be the optimum, assuming this site is council owned;
 - 9.2: Update on P3 Funding
 - 9.3: Local Government Review event: How to prepare for new unitary structure
 - 9.4: Acquisition of Poppy wreath from RBL and grant funding for RBL to be considered and approved
 - 9.5: Hedge Cutting: to consider guidance to landowners who maintain and manage hedgerows in the parish.
 - 9.6: Update on Wider Okehampton Cluster Group of Councils
 - 9.7 Consider survey regarding use of Okehampton Hospital
 - 9.8 For Information Only: Report on changed decision regarding collection of household waste and Recycling at the Beaches.
- 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
 - 10.5 Timetable for approval of budget and precept timetables
- 11. Village Hall Update**

12. Suspension of Open Meeting Section

Meeting in Private.

All persons present, except for members of the council, shall leave the meeting at this point.

13: To consider the 6 month probationary review of the Clerk and agree to implement the national pay increase, effective April 1st 2025, and agree back pay adjustment for April – September period.

The full meeting of the council will resume:

14: Minute of session 2 agreed.

Date of Next meeting - Wednesday 5th November: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.

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