



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 5th November 2025 7.30pm at the Sampford Courtenay Village Hall

AGENDA

1. **Chairs Welcome**
2. **Apologies**
3. **Declarations of Interest**
 - 3.1. Register of Interests – Councillors are reminded of the need to update their register of interests
 - 3.2 To declare any personal interests in items on the agenda and their nature
 - 3.3 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)
4. **Approval of Minutes** – to resolve that the minutes of the Council meeting held 3rd September circulated, be signed as an accurate record.
5. **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 at www.sampfordcourtenay-pc.gov.uk or available from the Clerk.
6. **Planning**
 - 6.1 **Decisions** - 2718/25/TCA – Sunnyside, Rectory Hill Sampford Courtenay EX20 2TG – No Objection [Link](#)
 - 2283/25/FUL – Enchanted Beds – Conditional Approval [Link](#)
 - 2850/25/VAR - East Rowden Farm, EX20 2SE - Variation or Removal of Condition [link](#)
 - 0006/22/FUL - Berrydown Farm Extension to existing Gypsy site - Approved [Link to approval doc](#)
 - 6.3 **Applications** - 2826/25/FUL – Change of gateway access Exbourne – No comments made
 - 3179/25/HHO - East Rowden Farm, EX20 2SE - demolition and replacement with extension [Link](#)
 - 6.3 **Consultation on New woodland at Abbeyford Woods**
 - 6.4 **Concerns regarding enforcement processes by WDBC** - Paper circulated to Cllrs
7. **Parish Priorities**
 - 7.1 **Priority 1 – Deliver Safer Roads – review of Junction above Honeychurch** - verbal update Cllr Collins
 - 7.2 **Priority 3 - Village Green Development** – verbal update– Cllr Carpenter
 - 7.3 **Priority 4 - Sampford Courtenay Station** – verbal update – Cllr McIlwraith
8. **Councillor and Clerk Reports**
 - 8.1 **Vacancy for Parish Clerk** – verbal update – Cllr Carpenter Papers circulated to Cllrs
 - 8.2 **Update of website/emails** – verbal update Cllr Wilson
 - 8.3 **Wider Oke Cluster group** – verbal update - Cllr Wilson
 - 8.4 **Parish Christmas Cheer** – Grant fund for Carols and tree lighting on Friday 5th December 2025 – Cllr Wilson
 - 8.5 **Parish Christmas message** – Cllr Wilson
9. **Finance**
 - 9.1 **Monthly accounts** - to note current position – circulated to Councillors
 - 9.2 **Payments and Transfers** – approval/ratification of published record circulated to Councillors
 - 9.3 **Unity Bank interest rate reduction** – on all balances from 2.27% to 2.12% from 23rd November 2025 - for noting
10. **Village Hall Update** – representative from the Village Hall committee - Cllr Green

11. Date and timings of the next meeting and Items for the Agendas

Wednesday 21st January 2026 – Sampford Courtenay Village Hall – to include setting of the Precept for 2026/27

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.

Parish Clerk ClerkSCPC@gmail.com

Payments, Receipts, and Transfers for approval/ratification – 5th Nov 2025

Payments			
Details	Amount	Notes	Status
High Bickington Centre	£10.00	Meeting Room	Paid
A D Matthewman	£284.64	Clerks Wages	Paid
A D Matthewman	£60.00	Home Work Allowance	Paid
A D Matthewman	£143.10	Clerk Mileage @ 45p	Paid
P Mallett	£85.47	Toilets - Wages	Paid
P Mallett	£5.95	Toilets - Sundries	Paid
Unity Bank	£6.00	Bank Charges	Paid
Trevor Davey	£200.00	Village Green maintenance	Paid
SC Village Hall	£40.50	Room Hire	Paid
A D Matthewman	£53.76	Clerks Backpay	Paid
Yu Energy	£8.50	Toilets - Electricity	Paid
GX Accounting	£63.00	Clerk Payroll Admin	Paid
Goldcoast Media	£246.00	Website hosting	Paid
SWW	£73.02	Toilets - Water	Paid
Total Payments			
Income			
West Devon BC	£6315.50	2nd Payment of Precept	Paid
Unity Bank	£189.43	Reserve Acc Interest	Paid
Seamoor Lotto	£21.00	EMR Seamoor Lotto	Paid
Total Income			
Transfers between accounts			
Total transfers to current T1			
Total transfers to Reserve Acc			

Seamoor Lotto	£21.00	To EMR Seamoor Lotto	Pending
<i>Account Balance before the pending transactions. @ 29/10/2025</i>			
Current account	£7767.94		
Reserve account balance	£32315.86		