Sampford Courtenay Parish Council www.sampfordcourtenay-pc.gov.uk

A Civility & Respect Pledge Council

DRAFT Minutes of the Parish Council meeting held on 6 May 2026

1/05/26 **Chairs Welcome :** The Vice Chair, Cllr M Carpenter welcomed everyone to the meeting and explained that he was acting Chair in the absence of the newly elected Chair Cllr M Wilson

2/05/26 **Present :** Cllr M Carpenter , Cllr P Collins , Cllr A Green , Cllr J Moesel , Cllr J Mcllwraith , Cllr Smedley Cllr T Squires Clerk : Malcom Harris : 6 members of public
Apologies: Cllr M Wilson

3/05/26 **Declarations of Interest :** None

4/05/26 **Approval of Minutes** : to resolve that the minutes of the Council meeting held on 25 March 2026 and previously circulated, be signed as an accurate record.
Proposed Cllr A Green *Seconded Cllr J Mcllwraith* *All agreed*

5/05/26 **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 Parish Clerk

6/05/26 **Planning – Decisions and new applications**
6.1/05/26 Decisions – 3757/25/FUL Rectory Hill – Cllr Green asked if there had been any explanation given for the refusal of this application. The Clerk will investigate and report back to Councillors.
6.2/05/26 Applications – 0489/26/FUL Replacement agricultural storage buildings to change of use for part residential – No objection - There were no other comments.

7/05/26 **Parish Priorities** – This item had been moved to the Open Parish meeting for a presentation and discussion with a wider public audience

8/05/26 **Reports**
8.1/05/26 Assertion 10 Gov.UK progress – in the absence of Cllr M Wilson , the Clerk introduced this item and confirmed that the Parish Council new addresses were now in place and operating .The development of the website is now underway and progressing well. The Parish Council thanked Cllr M Wilson,Cllr J Mcllwraith and Julie Carpenter for their time and commitment to this project.

9/05/26 **Finance**
9.1/05/26 **Monthly Accounts** –the report previously circulated to Councillors and the current position was noted with no comments..
9.2/05/26 **Payments and Transfers** –these were presented for approval and ratification of the published record and listed in Appendix A - the Clerk requested that the Councillors approved the following additional payments :
M Harris Clerk Salary £227.84
P Mallett Toilet Cleaner Wages £114.37
Clerks expenses – Stationery £13.99
It was proposed that the Payments and Transfers be approved and ratified
Proposed Cllr M Carpenter *Seconded Cllr V Smedley* *All agreed*

9.3/05/26 **Income** : The Clerk reported that there had been a Seamoor Lotto win of £264 . Action - The Clerk was asked to provide this information to Julie Carpenter for the Parish Website and Marion Pratt for Community news circulation

9.4/05/26 **Annual Governance Acountancy Review – AGAR** - the Parish Clerk presented the Accountancy statement for 2025/26 and explained that the variances against last years figures were due to an underspends on the staffing budget , expenditure on the P3 project (footpath) and reduced fundraising activity. The Clerk introduced the Annual Governance statement and confirmed that the Parish Council was compliant with the list of internal controls.
It was resolved that the Accountancy statement and the Annual Governance statement 2025/26 be approved and signed as an accurate record .
Proposed Cllr P Collins Seconded Cllr A Green All agreed.
The documents were duly signed by the Vice Chair , Cllr M Carpenter.

10/05/26 **Village Hall Update –** this item was presented at the Open Parish meeting

11/05/26 **Date and Timings of the next meeting and items for the Agenda. The next meeting will be held on the 24 June 2026 at 7.30pm at Sampford Courtenay Village Hall.**

Members of the Public are cordially invited to attend all the above Parish Meeting and to give their views, ask questions of the Council or raise issues DURING the Public Participation period of each meeting. The Chair will direct any written or verbal responses

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