



NOTICE OF SAMPFORD COURTENAY PARISH COUNCIL MEETING

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

Wednesday 24 June 2026 at 7.30pm at 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 on 6 May 2026 and previously 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 Parish Clerk
- 6 **Planning**
 - 6.1 **Planning Decisions by WDBC**
0489/26/FUL- replacement agricultural building to residential use –**under consideration**
Planning Applications
 - 6.2 a)3484/23/FUL Application for approval of details – surface water – **no public consultation required**
- 7 **Parish Priorities**
Update on the priorities and issues arising from the Open Parish Meeting discussions on 6 May 2026 – Cllr Wilson
8. **Councillor and Clerk Items and Reports**
 - 8.1 **Chairs Report** – to include recent *Community Projects* (Village Green Picnic) *Training* (Defib/SWAST ; Cluster Day) , *Fund Raising Projects* (British Heart Foundation , Parish Enhancement from Dog Show,) *Local Issues* (Fly tipping)
 - 8.2 **Internal Audit Report 2025/26** - for approval – report previously circulated .– Clerk
 - 8.3 **Internal Audit Action Plan 2025/26** – for approval – plan previously circulated – Clerk
 - 8.4 **External Audit 2025/26** – approval of Assets Register 2026/27 – Exercise of Public Rights Dates - Clerk
 - 8.5 **Road Warden Scheme and Speed Awareness Project** – verbal update – Clerk
 - 8.6 **Increase in mileage allowance** – Clerk
 - 8.7 **Fibre broadband in Sampford Chapple Hamlets** – verbal update -Cllr M. Wilson
 - 8.8 **Website Development** – verbal update -Cllr Wilson
 - 8.9 **Register of Interests** - To note that Cllrs are no longer required to register personal addresses – Clerk
- 9 **Finance**
 - 9.1 **Monthly Accounts** – to note the current position – report previously circulated
 - 9.2 **Payments and Transfers** – approval / ratification of the published record
 - 9.3 **Bank Mandates** – approval of bank mandates for 26/27 – Clerk.
 - 9.4 **Update of Unity Trust Bank Signatories**, e-mail addresses – Clerk

10 Village Hall Update – Village hall representative update

11 Date of the next meeting – 16th September – Any items for Agenda

PART B

Confidential items – In consideration of the Public Bodies (Admission to Meetings) Act 1960 – to agree any items to be dealt with after the public and press have been excluded .

- 1) To seek approval for an incremental rise to the Clerks salary from the 1st April, 2026 – Cllr M.Wilson

Members of the Public are cordially invited to attend the Parish Meeting and ask questions of the Council or raise issues during the PUBLIC Participation session. The Chair will direct any responses.

Malcolm Harris : contact : Clerk@sampfordcourtenay-pc.gov.uk mob.. 07732 174071

Payments and Transfers and Receipts for approval/ratification – 24 June, 2026

Payments			
Details	Amount	Notes	Status
Unity Bank	£7.00	Bank service charge – April	Paid
South West Water	£76.44	Water – Toilets	Paid
Clear Councils	£545.29	Annual Parish Council Insurance	Paid
M.Wilson	£10.33	Expenses – Open Parish Meeting.	Paid
T.Davey	£250.00	Village Green – Maintenance	Paid
Information Commissioners Office.	£47.00	Annual data protection direct debit.	Paid
M.Harris	£227.64 £10.65	Parish Clerk – Salary – May Clerks expenses – stationary	Paid
P. Mallet	£114.00	Toilet Cleaner – Wages – May	Paid
Gold Coast Media	£74.40	Web site – development 1 hour every 2 months at £62.00 per hour.	Paid
Bourne Carpentry	£140.40	New handles for toilets	Paid
Yu-Energy	£13.50	Electricity - Toilets	Paid
R. Avery	£200.00	Internal Audit fee 25/26	For approval
M.Harris	£90.00	Home allowance – 1 st quarter April – June.	For approval

M. Wilson	£36.02	New padlock for Village Green gate.	For approval
M. Wilson	£14.99	Picnic on the Village Green.	For approval
Yu-Energy	£13.50	Electricity - Toilets	Paid
Total Payments	£1,878.16		
Income			
Pub Quiz	£124.00	Funds raised Quiz	Transferred into EMR.
Dog Show	£750.00	Funds raised	Paid direct into EMR – Village Green Project.
SeaMoor Lotto	£17.50	Lotto win	Paid direct into EMR.
Total Income	£891.50		
Transfers between accounts			
Transfers from EMR to Current 1			
EMR Toilet Maintenance.	£117.00	New handles for toilets	For approval
Total transfers to Current 1	£117.00		
Transfers from Current to EMR			
EMR - Parish Enhancement	£124.00	To EMR – Village Green Project.	Transferred
Total transfers to Reserve Account.	£124.00		
Account Balance before the pending transactions. @ 17.06.26			
Current account	£3,918.37		
Reserve account balance	£21,810.57		