



Members of Sampford Courtenay Parish Council, you are duly summoned to attend the meeting on
Wednesday 16 September 2026 at 7pm at Sampford Courtenay Village Hall

AGENDA

- 1. Chairs Welcome**
- 2. Apologies**
- 3. Declarations of Interests**
 - 3.1** 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
(Councilors declaring a prejudicial interest must leave the room for the relevant item)
- 4. Approval of Minutes** – to resolve that the minutes of the Council meeting held on 24 June 2026 and previously circulated, be signed as an accurate record
- 5. Public Participation**- this item is limited to a maximum of 20 minutes and conducted in accordance with the Parish Council 's Standing Orders. Available to read in full at www.sampfordcourtenay-pc.gov.uk .
Items submitted for discussion prior to the meeting: **Parking in the Village Square – Dogs on the Village Green**
- 6. Planning**
 - 6.1** Planning Decisions - 1669/26/TCH TI Sycamore Tree at St Andrews Church. No objections.
 - 6.2** Planning Applications – 2333/26/FUL Willey Farm – Open side straw barn. Comments by 28 September
 - 6.3** Planning Enforcement - Serenity Apiary Barn. No breach of planning regulations. Issue now closed.
 - 6.4** Planning Appeals – 3758/26/FUL Land at Rectory Hill. Equestrian Centre. Comments by 23 September
 - 6.5** Other Planning Issue – Local Plan Consultation and Calls for Sites – Clerk. Comments by 24 September
- 7. Parish Priorities** – updates and actions.
 - 7.1** Village Green Development – Clerk to present the report and Appendix A – report previously circulated.
 - 7.2** Road Safety - Road Warden scheme and Speed Awareness – verbal update – Clerk/Cllr Wilson
 - 7.3** Sampford Courtenay Station – verbal update - Cllr McIlwraith
- 8. Councillors and Clerk Items and Reports**
 - 8.1** Annual Play Inspection Report – verbal report- Clerk
 - 8.2** Review of policies – Clerk to present – review of policy information previously circulated.
 - 8.3** Local Government review - verbal update Cllr Wilson
 - 8.4** National Emergency Briefing - verbal update Cllr Wilson
 - 8.5** Fibre Broadband to Sampford Chapple - verbal update Cllr Wilson
 - 8.6** Autumn Parish Clean Up – verbal update Cllr Wilson
- 9. Finance**
 - 9.1** Monthly accounts – to note the current position – report previously circulated.
 - 9.2** Payments and Transfers – to approve and ratify the published record. Appendix A
 - 9.3** Half – yearly budget report – verbal update – Clerk
 - 9.4** Public Sector pay increase – verbal update – Clerk
- 10. Village Hall Update** – Cllr Green
- 11. Date of the next meeting** – 18 November 2026

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.

Contact: Parish Clerk Malcom Harris Clerk@sampfordcourtenay-pc.gov.uk / mobile 07732 174071

Appendix A: Payments, Transfers, and Receipts for approval/ratification

Parish Council Meeting – 14th September, 2026

Payments			
Details	Amount	Notes	Status
P. Mallett	£141.31	Toilet Cleaner- wages/expenses	Paid
Unity Bank	£7.00	Bank service charge - June	Paid
Yu-Energy	£12.92	Toilets – electricity - June	Paid
GX Accountants	£84.00	Payroll Admin charge – 1 st quarter.	Paid
Gold Coast Media	£264.00	Web site development	Paid
South West Water	£73.50	Toilets - water	Paid
Unity Bank	£7.00	Bank service charge - July	Paid
M.Harris	£227.64	Clerks salary -July	Paid
Play Inspection Comp	£144.00	Annual Play Inspection	Paid
P. Mallett	£163.23	Toilet Cleaner – wages - July	Paid
P. Mallett	£2.00	Toilet Cleaner – wages adjustment.	Paid
Yu-Energy	£13.35	Toilets – electricity - July	Paid
SC Village Hall	£27.00	Village Hall – Rental – April -Sept.	For approval
M.Harris	£227.64	Clerks salary - Aug	Paid
M.Harris	£147.08	Travel expenses – April to Sept. 2 nd £46.20. 2 nd Quarter home allowance. £90.00 Stationary/stamps - £10.88	For approval
M.Harris	£93.60	Clerks backpay April – Sept. To be paid in September salary.	For approval
P. Mallett	£139.81	Toilet Cleaner – wages - Aug	Paid
P. Mallett	£5.75	Toilets - materials	Paid
Unity Trust Bank	£7.00	Bank service charge - August	Paid

Yu-Energy	£13.35	Toilets – electricity - Sept	Paid
Total Payments	£1801.18		
Income			
Unity Trust Bank	£101.36	Bank interest	Paid
HMRC	£1802.55	VAT Refund	Paid
SeaMoor Lotto	£21.00	Lotto win - July	Paid
SeaMoor Lotto	£14.00	Lotto win - August	Paid
WDBC	£6,629.00	Precept 2 nd payment	Paid
Total Income	£8567.91		
Transfers between accounts			
Transfers from EMR to Current 1			
Total transfers to Current 1	None		
Transfers from Current to EMR			
HMRC	£1465.39	VAT Refund – Water path-benches.	Transferred
Precept 2026/27	£25.00	Church Clock Fund	For approval
Top up for EMR	£200.00	Toilet Maintenance	
	£1000.00	Village Green Project	
	£500.00	Website Admin Contingency	
	£1000.00	Unallocated Cash Flow	
Total transfers to Reserve Account.	£4190.39		
Account Balance before the pending transactions @ 10/09/26			
Current account	£8,741.93		
Reserve account balance	£23,295.32		

