

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

Minutes of the Meeting held on Tues 21st Mar 2017

- 1) **Present :- Cllr C Coleman, Cllrs B & J Tucker, Cllr J. Friend & WDBC Cllr L Samuel + 1 member of the public.**
 - 2) **Public Participation** – No matters of public participation.
 - 3) **Apologies** were accepted from Cllr Palmer, Bevis and Brown.
 - 4) **Declarations of Interest** – Cllr Coleman declared that he is a Director and Shareholder in a Telecom company (Full details are in his Register of Interests). However, he is not associated either directly or indirectly with any CDS provider.
 - 5) **Minutes of Main Council Meeting held on 21st Feb 2017 were agreed and signed.**
 - 6) **a) Playground Report.** – Nothing untoward to report except that the grass needs a cut as soon as weather allows. Clerk to notify contractor of this request.
 - Cobbled path** – is still very mossy and it is time consuming to remove by brushing alone. SCPC would prefer not to resort to a chemical weed killer. Cllr Coleman offered to tackle it with his flame gun as in previous years (but this does not seem to prevent re-growth). Mrs Bevis was actioned to contact Ros Davies to see if P3 had any ideas of how to control moss and maintain cobbled path.
 - Wild Plant Seeds** – have been planted in set aside by Church wall. Thank you again to Mrs Bevis.
 - New Tree** – looking well and showing signs of budding.
 - b) Funding for Repairs/Renewal of Play Equipment** – Clerk has met with 2 Equipment Suppliers at the Village Green who have both advised Renewing equipment rather than repairing it. Clerk was actioned to apply for interim grant to replace if possible the 2 swings – or if not, repair as per quotation received and hope that repair will meet Inspection criteria in October.
 - c) Playground Inspection** – booked with Playinspections.co.uk for Oct – Cost £90.
 - d) Beech hedge trim** – agreed with E Kingdom for £25
- 7) **WDBC Report - to include:-**
 - i) **Email re Hill Barton Waste Treatment works – EX20 2RT** – an email had been received regarding the foul smell emanating from Hill Barton Waste Treatment Works. This was substantiated by an independent member of the public. SCPC resolved to forward email to WDBC via Cllr L.Samuel to ask them to serve a formal notice under the Environmental Pollution Act against SWWA.
 - ii) **New Web Site** – Cllr Samuel asked for SCPC thoughts on the new WDBC website. Cllr Coleman, on behalf of SCPC, commented that we were encouraged by the work in progress. It certainly seems easier to navigate, until you get to the planning portal. Cllr Samuel agreed, and reported that the Planning Portal is getting in excess of 2,000 searches a day –so needs to improve. Cllr Coleman asked WDBC to look at Carlisle City Council Paperless Portal which seems to be far more accessible.
 - iii) **Joint Local Plan** – is now out for public consultation. It is the culmination of 3 years work between Southhams, West Devon and Plymouth councils. Cllr Coleman asked Cllr Samuel to request an Executive Summary of this extensive work so that it could be relayed to our Open Meeting next week.
 - 8) **Planning – to consider the following applications:-.**
 - i) **0722/17/PDM – Mr Mawle – Barn Wiley Farm, Sticklepath** – Prior approval of proposed change of use of agricultural building to 2 dwelling houses.
Comments by 6.4.17

Cllr Coleman pointed out to Cllr Samuel, to report back to WDBC Planning Dept, that WDBC should not have validated this application as the supporting documents are not compliant with The Town and Country Planning Act 1990 and subsequent legislation including The General Permitted Development Order 2014 – Amendments and Consequential Provisions.
Specifically, the drawings do not:
 - a) Indicate the direction North or means of how this may be deduced.
 - b) show a scale bar or other means by which the dimensions of the building may be determined from a stated drawing sheet size.**As a consequence, SCPC request that this application is resubmitted.**

WDBC Decisions :-

- ii) **1870/16/PDM - Mr Dunn – Highridge Farm – Prior Approval not required.**
- 9) **Response to Letter to WDBC re Recycling** – Cllr J Tucker had circulated an email response from Jane Savage, Lead Specialist Waste, WDBC to SCPC email back in March regarding our concerns over items which currently not being recycled by WDBC. Although the email confirms that WDBC continue to be unable to recycle all items”The Council are keen to continue to promote waste reduction and recycling and have reviewed how we can deliver an effective message in spite of significantly shrinking budgets.”
 Cllr Coleman asked Cllr Samuel to thank Steve Jordan for following up this matter for us.

SCPC Recycling –in light of this response, and the fact that WDBC, has renewed the current Waste contract for 2 years, SCPC will re-investigate the possibility of our own recycling scheme for items currently not collected at the kerbside. Cllr Coleman is particularly keen on the collection and recycling of Aluminium items and hopes to present a paper on this in the current year.

10) Highways –

- i) **Speed Compliance Action Forum Investigation** –Sampford Courtenay Station on past The Beeches. Cllr James McInnes has informed us that in light of more accidents on this piece of road, there is now a SCARF Investigation into speeds along this road. Some progress we hope. The parish are able to view collision data online at [here](#). Click on stars on map for details of each incident.
- ii) **Fly tipping report** – recent fly tipped rubbish was satisfactorily removed from one of our Green lanes . Through diligence and determination of Cllr Coleman, WDBC have agreed to reimburse SCPC for all costs in clearing this.

11) War Memorial - (Cllr J Tucker)

War Memorial Fund - **Balance** Total carried forward = £3,504.00

Donations this month. = Feb - Mar = 4 weeks @ £14.40 = £57.60 (incl in above figure)

- a) Cllr J Tucker reported that she has had confirmation from WDBC that this project will not require additional Planning Permission as it is covered by Permitted Development.
- b) Graham Lawrence has indicated that he would prefer the stone to be upright, not leaning back against Church Rooms Wall. He would like the cobbles to be disturbed as little as possible, and that he was happy to defer to the judgement of professionals involved.
- c) Cllr Tucker had circulated the proof of the plaque – due to the amendments this has incurred an additional charge of £50 + VAT. Cllr Tucker and the Clerk confirmed that they are satisfied that the proof is accurate.
- d) Cllr Coleman expressed that he would like to see a sketch or drawing of the new design and would like to see evidence that C.F Piper (Mason) has Professional Indemnity Insurance (PII) for the Structural and Architectural aspects of this development.
- e) Cllr Tucker has obtained plans from Western Power Distribution that shows no electrical services beneath the cobbles.
- f) Cllr Coleman would still like a Geographical survey, or at least insurance that no water services run beneath the cobbles either.
- g) Cllr Coleman asked the Clerk to obtain confirmation in writing from Graham Lawrence (Conservation Officer) as to whether a “Listed Building Pre Application Consultation” was required.

After a protracted debate regarding the above items and Cllr Coleman’s wish to re-engage Jeremy Chadburn (Architect) to produce a new design and take professional responsibility for the project (at a cost of approx. £500) and Cllr J Tucker’s belief that the mason (Duchy of Cornwall recommended) was sufficiently qualified and happy to proceed with embedding plaque in stone and siting and fixing stone in the cobbles at cost as quoted. It was agreed that Cllr Tucker should endeavour to obtain necessary proof of professional indemnity as requested by Cllr Coleman to present at the next meeting.

Cllr B Tucker expressed his concern that after SCPC had actioned Cllr J Tucker to work as Project Manager for the War Memorial, he still felt it necessary to discuss matters personally with the Conservation Officer and Architect, and felt that it was unsupportive of the Chairman.

12) Cllr Coleman will be circulating a Chairman’s Invitation to the Open Meeting- Tues Mar 28th – 7.30pm – Village Hall - to include :-

- a) **Presentation of £500 to Okehampton Ring N Ride**
- b) **SCPC Broadband Initiative –**
 - i) **CDS Voucher Progress Report**
 - ii) **Feedback received from Parishioners**
 - iii) **SCPC Framework Agreement with EE**
 - iv) **Donation and use of unused CDS Vouchers**
- c) **War Memorial update**
- d) **Phone boxes update**
- e) **Footpaths and Green lanes**
- f) **Repair or renew Playground equipment**
- g) **Volunteers for a Village Spring Clean**
- h) **Advertise Councillor vacancy.**

13) Finance – payments as listed below were agreed and cheques signed.

i) Clerk salary & Expenses =	= £ 127.20
ii) Ashley Bourne = Clearing Flytipping	= £150.00
iii) Travis Perkins – Hippo bag & collection -	= £184.60
iv) Mrs J Bevis - New Wild Servis Tree & Mileage	= £78.00
v) Village Hall rental & Broadband meeting teas	= £ 93.00
vi) Parish Online Renewal -	= £ 33.60
vii) Ring n’ Ride – TAP fund grant -	= £500.00
viii) SWWA – Toilets	= £ 39.76
ix) C. Coleman Expenses	= £ 36.45
x) Total payments this month =	= £1242.61
xi) Uncleared cheques & transfers from last month =	= £ 0.00
xii) Balance (10.ii + 10.iii)	= £1242.61
xiii) Income	= £ 0.00
xiv) Current Balances = Reserve Account	= £ 14,723.18 (Calculated)
xv) Current Account (according to Statement –16.3.17)	= £ 1,413.19
xvi) Total Current Funds less agreed expenditure above	= £ 170.58 (10.xv – Balance)
xvii) To agree transfer of £1,500.00 To Current Account from Reserve Account	
xviii) Cllr Coleman asked that, on the advice of the Auditor, the Clerk arrange for additional Reserve Account be set up for the new financial year especially for Earmarked Reserves in the budget.	

14) Progress Reports for information

- a) **OkeRail Forum** - apparently the Special Train on 18th March experienced a fault just outside Exeter on journey to London and an alternative engine had to be arranged to continue the journey. MP Mel Stride reported that this was just a minor hitch and MP Paul Maynard, the parliamentary undersecretary of state at the Dept of Transport has said he will visit Okehampton to discuss rail issues after a “convincing case” was put forward.
- b) **Footpaths – Use and removal of planings from Morris’ yard** – Mr Morris has kindly agreed to store planings from the recent road repairs throughout the village, but would like them moved as soon as possible. Clerk was actioned to seek quotes to use these scalplings on Peacegate to Cliston green lane, and top of Bulland Lane down to the Village Hall.
- c) **TAP fund for Village Hall heating - £2028 applied for – Granted £964.68** The Clerk has submitted the claim for the sum awarded and hopes it will be in the bank account by the next meeting.
- d) **Clerk’s Report** (anything not already covered by Agenda items)
 - i) **Bringing forward Staging Date for Pensions Regulator** – it was agreed Clerk could complete this process.
 - ii) **Asset Survey** – Bill Robertson has surveyed the Public Toilets and Bus Shelters etc and made recommendations on what is needed towards their maintenance. One of his suggestions was to replace Toilet doors and fascia with PVC alternatives to reduce need for future maintenance. The Clerk was actioned to obtain quotes for this. Other items could become part of “Village Spring Clean” to be discussed at Open Meeting.
 - iii) **Over hanging branches at Belstone Corner & Withybrook Lane** – the Clerk has taken photographs of these obstructions and was actioned to contact Land Owners to ask for them to be paired.
 - iv) **Approval to set up New Financial year accounts to include increased Clerk’s hours to 16 per month as agreed at Nov meeting.** Agreed

15) Date of next meeting. To confirm the date of the next meeting which is scheduled for 18th Apr at 7.30pm at Sampford Courtenay Village Hall. **But Open Meeting at SC Village Hall on Tues 28th Mar at 7.30pm**

Signed

M. S Pratt

Marion Pratt

Clerk to Sampford Courtenay Parish Council Mar 2017.

Members of the Public are cordially invited to attend all Parish Council Meetings and suggest items for the Agenda. (Please contact the Clerk at least 7 days prior to scheduled meeting re Agenda items)

2016/17 Dates	Apr – 19th	May – 17th AGM	Jun – 21st	Jul – 19th	Aug – 16th
	Sept – 20th	Oct – 18th	Open Meeting – Oct 25th	Nov – 15th	Dec – 20th
2017	Jan – 17th	Feb – 21st	Mar – 21st	Open Meeting – Mar 28th	

Eastern Links Meetings – Thurs 22nd June – Whiddon Down; Thurs 14th Sept – Throwleigh; Thurs 16th Nov – Sampford Courtenay.