



## 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 8<sup>th</sup> January 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 on 13 November 2024 , 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 on the website [www.sampfordcourtenay-pc.gov.uk](http://www.sampfordcourtenay-pc.gov.uk) or available from the Clerk
6. **Planning**
  - 6.1 3738/24/FUL Willey Farm Sticklepath – Extension to Grain Store – Supported by the Parish Council – submitted
  - 6.2 3550/24/CLE Chapel Inn , Sampford Courtenay – Proposal – a certificate of lawfulness for the existing use of land as a garden – WDBC Planning request for evidence to support or refute the claim – request circulated to Councillors
7. **Parish Priorities**
  - 7.1 **Priority 1 – Deliver Safer Roads – Dissolving of Community Speedwatch Group** verbal update Cllr Wilson
  - 7.2 **Priority 2- Historic Heritage –verbal update Cllr Wilson**
  - 7.3 **Priority 3- Village Green Development – Funding applications – Neighbourhood fund** verbal update Cllr Carpenter
  - 7.4 **Priority 4- Sampford Courtenay Station – Railway200** [www.railway200.co.uk](http://www.railway200.co.uk) verbal update – Cllr McIlwraith
  - 7.5 **Priority 5- Public Toilets – vandalism** verbal update –Cllr Carpenter
  - 7.6 **Priority 6- Agricultural and Rural Business** – verbal update Cllr Wilson
8. **Councillor and Clerk Reports**
  - 8.1 **Foundation award update** – verbal report- Cllr Wilson
  - 8.2 **Ratification of Proposed Disciplinary Policy** –circulated with agenda – Cllr Wilson
  - 8.3 **Broadband update** – verbal report – Clerk
  - 8.4 **Thermal Imaging – Energy efficiency in local homes** – verbal report - Cllr Wilson
  - 8.5 **Rural Crime Presentation – 9<sup>th</sup> January 2025** – verbal report - Cllr Wilson
9. **Finance**
  - 9.1 **Monthly accounts to note current position** –circulated to Councillors
  - 9.2 **Payments and Transfers – approval of** - circulated to Councillors
  - 9.3 **Award of grants 24/25 for consideration – Citizens Advice Bureau and St Andrews Church Burial Ground**
  - 9.4 **Setting of Precept / Budget – 2025/26** – Information and report circulated with Agenda
10. **Village Hall Update** – representative from the Village Hall committee
11. **Date of next meeting and Items for Agenda** - 27<sup>th</sup> March 2025

*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.*

*Malcolm Harris -Clerk . [ClerkSCPC@gmail.com](mailto:ClerkSCPC@gmail.com) Bridge Cottage Sticklepath Okehampton Tel 01647 279598*

## ***Part Two***

**PART TWO Items** may be taken in the absence of the press and public. The Council is recommended to pass the following resolution:- 'Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of sensitive and confidential information.'

Item 1. Retirement of the Parish Clerk and Recruitment for new Parish Clerk – report circulated - Cllr Wilson

## Payments, Receipts, and Transfers for Approval/Ratification – 8<sup>th</sup> January, 2025

Details – payments	Amount	Notes	Status
Yu-Energy	£8.82	Toilets - electricity October	Paid
HMRC	£73.40	Tax payable – Clerks wages	Paid
M.Harris	£293.44	Clerk's wages & backpay – November. Backpay 1 <sup>st</sup> April to 30 <sup>th</sup> November - £82.20	Paid
P.Mallett	£102.96	Toilet cleaner – Wages – November.	Paid
Unity Bank	£6.00	Bank Charges DD - November	Paid
Village Hall	£22.50	Open Parish Meeting – November.	Paid
Yu-Energy	£9.23	Toilets – electricity - November	Paid
Ladds of Crediton Ltd	£34.95	Anti-virus software	Payment pending
GX Accounts	£63.00	Payroll services to 5 Jan 2025.	Payment pending
M.Harris	£227.64	Clerks' wages	Payment pending
HMRC	£57.00	Tax payable – Clerks wages - Dec.	Payment pending
M.Harris - Clerks expenses.	£27.00	Travel costs. Sept – Dec.	Payment pending
M.Harris – Clerk	£87.50	3 <sup>rd</sup> quarterly payment – home working allowance.	Payment pending
Cllr M Wilson	£67.29	Expenses for Open Meeting and hosting Christmas Carols	Payment pending
CAB	£100.00	Annual Grant	For approval
St Andrews Church	£350.00	Burial Ground Grant	For approval
<b>Total Payments</b>		<b>£1530.73</b>	
Details – Income			
Seamoor Lotto	£20.00	Lotto win November	BACS Credit
Seamoor Lotto	£18.50	Lotto win December	BACS Credit
National Grid	£9.47	Wayleave payment	BACS Credit
<b>Total Income</b>	<b>£47.97</b>		
Transfers between accounts			
<b>Total transfers to current T1</b>			
<b>Transfer to Reserve Account</b>			
Seamoor Lotto	£38.50	Lotto wins	To be transferred
National Grid	£9.47	Wayleave payment	To be transferred
<b>Total transfers to Reserve Acc</b>	<b>£47.97</b>		
<b>Account Balance before the pending transactions.</b>			
Current account	<b>£3,350.29</b>		
Reserve account balance	<b>£31,828.72</b>		