



MINUTES OF SAMPFORD COURTENAY PARISH COUNCIL MEETING – WEDNESDAY 8th JANUARY 2025

**Present at the Village Hall : Cllrs M Wilson (Chair) J Moesel , A Green ,T. Squire – 1 member of the public -
Remotely in attendance - V Smedley , P. Collins , Malcolm Harris (Clerk)**

1. Chair's Welcome - Cllr Wilson welcomed everyone to the first meeting of Parish Council for this year 2025. It was explained that due to the inclement weather and following a risk assessment it had been decided that with the Council Quorate that the Clerk and other Cllrs be offered the opportunity to take part in discussion during the meeting and that their views be taken into consideration when Cllr present voted on resolutions.

The Chair on behalf of the Council wished Parishioners and Happy New Year and thanked everyone that had supported the Carols and lighting of the Parish Christmas Tree. Special thanks too, were sent to the St Andrew's Bell Ringers who came out on New Years Eve to ring out 2024 and ring in 2025 a fantastic community event supported by many in the square to welcome in the New Year with friends and old acquaintances .

At the start of the New Year the Council will be taking forward the comments and feedback received at the November Open Meeting and aim to deliver , where possible , as many of the key issues that the community had highlighted as important .

Cllr Wison was pleased to announce that as a Council the commitment to delivering the best service possible for the community has been recognised by the National Association of Local Councils by receiving the Bronze Award in the Local Council Award Scheme. This is a proud achievement for the Council, and gives confidence that the work undertaken , supporting and serving the community has been recognised as a professional and high standard service. SCPC is often complimented by other Councils in the area for the very proactive and altruistic approach takes to delivering for our Parishioners and this is a very satisfying way to recognise those efforts. It recognises the aim that the Council has to deliver the best service possible through their continuous engagement with the community. Thanks are given to all the Councillors and both the current and previous Clerks who were involved in preparing the application and especially to the SC Website Administrator, Julie Carpenter who works tirelessly behind the scenes to ensure that communication and information regarding all community activities reach as many people as possible

2. Apologies Cllr M Carpenter , Cllr J Mcllwraith

3. Declarations of Interest

3.1. Register of Interests – Councillors were reminded of the need to update their register of interests

3.2 There were no declarations of any personal interests in items on the agenda and their nature

3.3 There were no declarations of any prejudicial interests in items on the agenda and their nature

4. Approval of Minutes – **it was resolved that the minutes of the Council meeting held on November 13th 2024 , previously circulated , be signed as an accurate record. Proposed Cllr Wilson - Seconded – Cllr J Moesel All agreed**

5. Public Participation – Dog Bin request - agreed - Clerk was asked to investigate the costs associated with the provision of an additional bin and report back to the next meeting .

6. Planning

6.1 3738/24/FUL Willey Farm , Sticklepath – Extension to Grain Store – this was supported by the Parish Council following an e mail request for comments and submitted to WDBC in December.

6.2 3550/24/CLE Chapel Inn, Sampford Courtenay – WDBC requested any evidence that supported or refuted a claim regarding a certificate of lawfulness for the existing use of land as a garden – No further comments from SCPC

7. Parish Priorities

7.1 Deliver Safe Roads – Cllr Wilson reported that Emily Everly, has resigned as the Co-ordinator of Speed Watch group and thanked her and the other volunteers for their support. This is seen as a very productive and successful means of helping to reduce the risks on our roads especially at key areas highlighted in the Parish Plan. If anyone would like to take on the organisation of the CSW for Sampford Courtenay please contact the Clerk.

7.2 Historic Heritage – Cllr Wilson reported that good support was received at the open meeting and further marketing would assist to develop the project. Further understanding what the PCC can do to help would be well received. Cllr Moesel reported that the focus was on the maintenance of the whole building rather than use of the Church rooms. An invitation was made by Commotion Times (supporters of the PBR Events in 2024) to take forward events with possible links to other church activities and fundraising.

7.3 Village Green Development – deferred to the next meeting

7.4 Sampford Courtenay Station – deferred to the next meeting

7.5 Public Toilets – There had been some minor vandalism in Early Dec – but no further incidents since and regular and random checks have taken place by Cllrs and Community volunteers – this is to continue and all suspicious activity reported to the Local Policing Team.

7.6. Agricultural and Rural Business – Cllr Wilson discussed the upcoming rural police event – where there will be a presentation on the protection of rural machinery – Cllr Wilson has sent out invites to those who have been affected and extended invitations to neighbouring parishes.

8. Councillor and Clerk Reports

8.1 Foundation Award update – Cllr Wilson gave a verbal update on the award and that the Council have received congratulations from DALC – SCPC is only one of 4 parishes in Devon to have received the award . Award standards would be maintained with consideration to apply for the silver award. The Chair will send out editorial to DALC and Oke Links

8.2 Ratification of proposed Disciplinary Policy – The Chair thanked the Sub Group who met at short notice to consider and recommend the Policy for approval at this meeting. **It be recommended that the Disciplinary Policy be approved –**

Proposer Cllr Green - Seconded Cllr Wilson All agreed

8.3 Broadband Update – Clerk reported that initial information had been received on the 4th November but that no further updates were available following two requests. Cllr Wilson asked that the Clerk continue to follow up , and report back when there are updates.

8.4 Thermal Imaging – Energy efficiency in local homes – Cllr Wilson updated – there is a free thermal imaging of homes available and that up to 60 homes may be interested . The presentation in February will give people a chance to sign up – WDBC will be advertising in the near future

8.5 Rural Crime Presentation – 9th January 2025 – Cllr Wilson gave an update and reiterated that she hoped local interest would make the event a success .

9. Finance

9.1 The Monthly accounts were previously circulated to Councillors – there were no comments received

9.2 The Payments and Transfers , previously circulated to Councillors were approved . One additional payment , not included on the list was to – P Mallett for £102.96 for the cleaning of the toilets

Proposed Cllr Wilson

Seconded Cllr Moesel

All agreed

9.3 Award of grants 2024/2025 Citizens Advice Bureau

It was proposed that a grant of £100 be approved : Proposed Cllr Wilson – Seconded Cllr Moesel All agreed

St Andrews Church Burial Ground – maintenance

It was proposed that a grant of £350 be approved : Proposed Cllr Wilson – Seconded Cllr Green All agreed

9.4 Setting of Precept / Budget 2025/26

A report was circulated by the Clerk , following on from the November 2024 meeting , discussions from that meeting had been incorporated into the new draft proposals . It was noted that the proposal was a 3% reduction from the 2024/25 precept.

It was proposed that the precept for 2025/26 be set at £12631 and that the proposed draft budget for 2025/26 be approved . Proposed Cllr Wilson Seconded Cllr Squire All agreed

10. Village Hall Update – no updates – Note the date : -the Village Hall AGM – 22 January 2025

11. Date of the next meeting /Items for Agenda - The date of the next meeting is March 26th 2025

The meeting finished at 8.05pm and a Part 2 was declared and members of the public were asked to leave the meeting.

Clerk Malcolm Harris SCPCclerk@gmail.com Bridge Cottage Sticklepath EX202NR 01647 279598

PART 2

Part 2 Item Retirement of the Parish Clerk and the recruitment process for a new Clerk

Part 2.1 The Chair reported that the Clerk would be retiring at the end of March 2025 .

Part 2.2 Cllrs agreed to advertise the role with a closing date for applications confirmed as the 16th February 2025.

Proposed Cllr Wilson

Seconded Cllr Moesel

All agreed