

# SUTCOMBE PARISH COUNCIL

## **Minutes of Sutcombe Parish Council Meeting held in the Memorial Hall on Monday 13<sup>th</sup> November 2023 which commenced at 19:45.**

Members of the Council Present: Councillors Chris Quance Chair, Barry Galbraith-Marten Vice Chair  
Emma Horn, Clare Furse, John Shepherd, Chris Rose, also present was the Clerk Lorraine Buttery

### **1. Chair's announcements**

The Chair Chris Quance welcomed all to the meeting.

### **2. Declarations of Interest**

a) Register of Interest: Councillors are reminded of the need to update their register of interests.

*There were none declared*

b) To declare any personal interests in items on the agenda and their nature *There were none declared*

c) To declare any disclosable pecuniary interests in items on the agenda and their nature. *There were none declared*

### **3. Apologies and reasons for absence were received from:**

District Councillor Stephen Harding and Anna Dart.

### **4. Public Comment Session:**

No members of the public present

### **5. Reports from District and County Councillors**

No district or County Councillors present

6. All members of the Council had received a copy of the minutes of the Parish Council meeting held on the 4<sup>th</sup> September 2023 by email, the contents were deemed true apart from the date, this was duly corrected and they were then approved by show of hands and signed by the Chair Councillor Chris Quance

### **7. Matters Arising**

- 1) Sutcombe Playing field -update/Sale of school buildings, no update has been received from DCC, The Sutcombe Alms Houses Trustees has asked whether the Parish Council would support them in Purchasing the School buildings and converting it to accommodation. Sutcombe Alms Houses are a Registered Charity providing affordable housing in Sutcombe. The Parish Councillors support them in principal but the clerk will enquire from DALC whether they can publicly support them. Councillor Clair Furse voiced her concern regarding the Playing Filed Committee as at present only herself And Councillor Shepherd turn up, Claire is uncomfortable in making some of the decisions especially Financial ones. It was suggested that if things do not improve whether the Parish Council could take over the running of the Playing Fields which would include the finances ? All Councillors agreed in principle, the Clerk will find out from DALC regarding the financial situation.
- 2) Goal Posts, Torridge Council still have them as it has been difficult fixing a time to meet up.
- 3) Notice Board, although the board had been fixed it is still causing problems, the Clerk will contact Jag Signs again to try and sort it, the suggestion was maybe it might be better to cut our losses and purchase A new one.
- 4) New Parish Councillor, no one a syet has come forward, The Chait Councillor Quance suggested putting a notice on 'what's ap'. All councillors approved of the idea.

### **8. Planning Applications:**

*There are none*

#### **Planning Decisions**

1) 1/0872/2023/FUL

Proposal: Conversion of redundant barns to no 3 dwellings, variation of condition 2 of planning approval

1/1095/2020/FUL Location: Barns at Matcott Farm, Sutcombe, Devon

2) 1/1095/2023/FUL Proposal: Extension of agricultural building

Location: Agricultural Building at Grid reference 235136 111425, Sutcombe, Devon

*The above were both granted permission.*

## **Planning Appeals**

*There are none*

### **9. Finance.**

a) financial report to date.

A spreadsheet of the accounts had been sent prior to the meeting to Councillors: no issues were raised. The bank balance was supported by the bank reconciliation and current bank statement. The balance of the bank stands at £22951.64 , This contains ring fenced funds: elections £800, Project Fund £4302, Loan balance £6041.04, D.C.C. £3150

The balance of £6768.17 being PC general funds

b) It was the unanimous decision of the Councillors to sign cheques for:

i) Clerks quarterly salary Oct- Dec £470.34 ii) Jag Signs £89.76

iii) Emma Horn £39.98 for two Poppy Wreaths, this should be one wreath so the cheque was for £19.99, two Councillors duly signed all cheques.

c) To consider annual Grants received to date (6<sup>th</sup> November) from Free Church Cemetery and St. Andrews Church, it was unanimously decided to increase the grants to £500 for this year, cheques were for Sutcombe Memorial Hall, Sutcombe Free Cemetery and St Andrews Church, the Clerk was waiting for new Cheque books to arrive, the Cheque for Sutcombe Community Playing Field will be issued at the next meeting.

d) The budget for the financial year 2024-2025 was discussed, NALC new salary scale was discussed as the pay award for the year from April 2023 had been published, the Councillors agreed that the Clerk's salary be raised immediately in line with the award, the back pay to be also paid. A cheque Would be issued at the next meeting. After discussion it was agreed to raise the precept by 5%, The final decision being made in January. The Clerk will redo the Budget and circulate before the next meeting

### **10. Correspondence as below emails 1<sup>st</sup> October - 6<sup>th</sup> November**

i) DALC Newsletters 42-47 ii) C.A.B. Oct & Nov advice column iii) T.D.C Strategic Plan/ Fun for all the family iv) S.Hallett- Team Around School Agenda/ Minutes . v) D.C.C. Fostering/ Carers, Refuge Property Costs, stop smoking, vi) R.S.N. Oct & Nov Funding Digest vii) Devon Community Learning Academy viii) D.C.C – Are you struggling financially x) N.A.L.C Newsletters xi) Funding for Devon Records Office xii) Devon Community together Energy Outreach project. xiii) T.D.C Appledore Maritime, Litter Fines xiv) New CEO Of R D & E xv) H. Roper Monthly events Bulletin. xvi) T.D.C. Demolition of Creamery Site

### **Correspondence received by post**

#### **1) Sir Geoffrey Cox MP. Q.C.**

The contents of the above had been circulated by email, the petition for the government to do more about Repairing Rural roads will be distributed, the signed forms will then be returned to the clerk to forward To Sir Geoffrey's office. After discussion the areas that the Parish Councillors would like any Levelling up Funds spent on was: More Sports Facilities for the Holsworthy area, free car parking in the area to encourage More people to shop locally. The Clerk will forward the form to his office.

### **11. Matters for discussion or to be noted, and matters brought to the attention of the Chair**

1) Councillor John Shepherd asked whether salt is still available for the winter, Councillor Quance said yes he still has plenty, he can order more if its required as he is the 'Snow Warden' for the area.

John also asked whether the 'salt bin' for St. Andrews had been organised? The clerk replied that it was Something that was discussed last year and enquired about to Highways but not sure why it was never Received, she will make further enquiries.

2) Councillor Chris Quance reported that whilst the Sutcombe Free Cemetary was being looked those that were doing so were at an age where they may not be able to continue, it was suggested that the Parish Council take over the care of the Cemetery which would also mean taking over the accounts, the Clerk will enquire with DALC whether this is something the PC can do.

There being no further business the meeting closed at 9.15pm

The date for the next meeting was arranged for the 8<sup>th</sup> January 2024

