

# Sutcombe Parish Council

**Minutes of Sutcombe Parish Council Meeting held in the Memorial Hall on Monday 12<sup>th</sup> May 2025 which commenced at 19:50.**

Members of the Council Present: Councillors Chris Quance Chair, Barry Galbraith-Marten Vice Chair, Emma Horn, Claire Furse and John Sheperd. Also present was the Clerk Jane Elliott and District Councillor Anna Dart.

- 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.
  - 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:** Chris Rose, District Councillor Steve Harding.
- 4) Public Comment Session:** No members of the public present.
- 5) Reports from District and County Councillors:** Councillor Anna Dart explained there had been little progress with devolution. TDC has prudent financial management and this process may not be beneficial. There is a new Housing Enabling Officer who is liaising with Helen Smith, Head of Planning to retain housing for younger people in Torridge.
- 6)** All members of the Council had received a copy of the minutes of the Annual Parish Open Meeting and the Parish Council meeting held on the 14<sup>th</sup> April 2025 by email, the contents were deemed true and correct, they were approved by a show of hands and duly signed by the Chair Councillor Chris Quance. B G-M requested a further copy of the minutes to be sent.
- 7) Matters Arising:** 1) Sutcombe Playing field -update/Sale of school buildings, councillors engaged in a fairly lengthy discussion about gates and access, fencing and safety and the repairs to the covered area. It was agreed that the finances needed a fresh balance sheet to be produced to enable priority costs to be allocated. Estimates could then be reviewed and appropriate contractors selected. 2) New Parish Councillor, to date no one has come forward. 3) Progress with the Bank Mandate update continues slowly; clerk is not yet an official signatory.
- 8) Planning Applications:** Erection of a slurry tower 1/0363/2025/FUL no objections. Planning Decisions: There were none. Planning Appeals: There were none.
- 9) Finance:** a) Financial report to date, a spread sheet of the finances was resented at the meeting. The current account bank balance of £19,603.55, the deposit account at £6,459.02, both were supported by the current bank statements and bank rec. Councillor CF agreed to prepare a spreadsheet to explain the Playing Field loan and to assess the remaining funds from the sale after Coodes had been paid. b) The cheques for the following were approved and each signed by two Councillors: i) The Clerk's monthly salary cheque of £158.73 ii) Clerk's expenses 67.36 iii) Memorial Hall hire Jan-April £34.00 iv) The sign shed/co Cllr. EH £21.45 (Not on Agenda).

## **Sutcombe Parish Council**

**10) Correspondence:** as below emails 14<sup>th</sup> April – 12<sup>th</sup> May i) DALC Newsletters 2025 ii) R.S.N Bulletins J  
iii) NALC Newsletter iv) Bank Mandate processing requests  
Correspondence received by post None received

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

- 1) The website is not up to date, Councillor Furse is willing to assist.
- 2) The Council requested a letter of thanks to Scilla for the VE celebrations.
- 3) The Council requested an extension for the AGAR to allow Clerk to get training.
- 4) Those present left the Memorial Hall meeting at 20.30 and the next 30 minutes were spent in the Playing Field examining the condition of existing equipment and planning.

The next meeting was set for the 7<sup>th</sup> July 2025.

There being no further business the meeting closed at 21:00

Page 2 of 2 Signed ..... Date.....