

SUTCOMBE PARISH COUNCIL

Minutes of Sutcombe Parish Council Meeting held in the Memorial Hall on Monday 12th January 2026 which commenced at 19:45.

Members of the Council Present: Councillors Chris Quance (Chair), Barry Galbraith-Marten (Vice Chair), Emma Horn, Claire Furse and John Shepherd. Also present was Councillor Shirleyann Andrews, Councillor Steve Harding and the Clerk Jane Elliott.

- 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:** None
- 4) Public Comment Session:** No members of the public present.
- 5) Reports from District and County Councillors:** There had not been any meetings in 2026 for District Councillors to report on as it was early in the year. Cllr S Andrews had been added to the crematorium committee and remarked what an excellent service they provide, with a privacy room for grieving relatives. Cllr S Harding is on the scrutiny committee but they had not yet had a meeting. He reported on the recent investment at East-the-Water Operational Centre, Holsworthy Cattle Market, the Marine Innovation Centre at Appledore, Torridge Active Swimming Pool at Holsworthy and new Playground Areas at locations across the district. There is no update on the LRG (Local Government Reorganisation) at present. Cllr Harding left the meeting after the reports.
- 6)** All members of the Council had received a copy of the minutes of the Parish Council meeting held on the 3rd November 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.
- 7) Matters Arising:**
 - 1) Solar Farm/Beacon Solar. Sutcombe is on the fringe of the proposed area. The parish council have mixed feelings towards the proposal and won't be disappointed if it doesn't happen. Cllr S Andrews advised it will not be a local decision and that the national grid has no capacity for the development at present.
 - 2) The Playing Field inspection has taken place and the report has been sent. The trim trail will need to be replaced, but no deadline was stated. A door in the perimeter fence has been added to allow children to retrieve footballs. Questions were raised about how often future playground inspections would take place and is the current insurance policy covering the equipment. It was agreed to review this at the March meeting.
 - 3) The Clerk has sent another bank mandate request to Nat West to change the primary contact and to update the signatories.
 - 4) There is an ongoing vacancy for a parish councillor.

SUTCOMBE PARISH COUNCIL

8) Planning Applications: There were none. **Planning Decisions:** Application 1/00779/2025/FUL was approved. **Planning Appeals:** There were none.

9) Finance:

a) The Clerk had emailed the financial report which was approved.

There was a series of questions raised by councillors about the clerks' salary and expenses in relation to the precept for 2026/2027. Expenses for printing and other administration costs have risen to £300 in the current year. The Clerk was asked to send out expenses/receipts/check for VAT payments/timesheets with the financial reports in future. The Clerk's hourly rate to be £13.47 in future.

b) The annual precept was set at £7,500 to cover the increase in costs associated with the playing field and staff costs. Cllr C Rose had prepared the budget for this.

c) The cheques for the following were approved and each signed by two Councillors: 1) E Horn £20 British Legion 2) The Play Inspection Company £198 Playing Field 3) R Stoneman £220 Grass cutting 4) Clerk's salary £317.46 5) Clerk's expenses £39.58.

10) Correspondence by email: 3rd November 2025 to 12th January 2026 1) DALC Newsletters 2) RSN Bulletins 2025 3) Devon Highways updates 4) R.Teale CAB Newsletter 5) Parish online Newsletter/online event for GDPR websites/emails 6) NALC chief exec 7) HMRC various regarding PAYE 8) NALC Newsletter 9) HP Instant Ink account 10) Devon Community Resilience Forum 11) Devon Communities Together 12) Royal Devon University Health Care NHS Foundation Trust 30) Public Sector Executive Newsletter.

Correspondence by post: A Classic car rally is taking place and will pass through the village.

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

1) Cllr Emma Horn has bought a bench £300 to replace Chloe's bench in the Playing Field. It will be delivered in March and will need a concrete pad to attach the bench.

2) There will be an advertisement to tender for grass cutting for 2026/2027. Cllr C Furse will prepare a poster.

3) Cllr C Furse will look into the parish online website hosting for the Assertion 10/AGAR

The next meeting was set for the 2nd March 2026.

The Annual Open meeting will be 13th April 2026

There being no further business the meeting closed at 21:45

Signed Date.....