

Sourton Parish Council

I hereby give notice of a Meeting of Sourton Parish Council and summon Members to attend and resolve on the business listed below, at 7.30pm on Monday 7th February 2022 at Sourton Village Hall.

A Horn,

Parish Clerk, Mrs A Horn, Lake Farm Cottage Lake Sourton, EX20 4HQ.
Tel: 01837 861120

Members of the public are most welcome to attend and to make representations, ask or answer questions and give evidence on any item on the agenda before the commencement of the meeting. Each member of the public is entitled to speak once only. The maximum time permitted for public participation will be 15 minutes.

Agenda

Councillors are reminded to declare any personal or pecuniary interests in any item on the agenda either under Item 4 or during the meeting, when they become aware of it. Councillors with pecuniary interests must leave the room for the relevant items.

1. **Chairman's Report**
2. **Apologies for Absence** To receive and accept apologies for absence.
3. **Public Forum** This item will be conducted in accordance with the Standing Orders of the Council, which are available to read on the website.
4. **Declarations of Interest** To receive and note any declarations of interest relating to items on the agenda.
5. **Minutes of the previous meeting** To approve and sign the minutes of the Parish Council meeting held on 10th January
6. **DCC, WDBC, DNP and Sourton Hall Reports** To receive reports and updates from those representatives' present.
7. **Planning** To consider a response to new applications listed on the WDBC and/or DNPA Planning Portals.
 - 7.1 **4565/21/FUL** Application to **Convert barn to dwelling Forda Farm Sourton EX20 4HW**
 - 7.2 **4200/21/FUL** **READVERTISEMENT (Amended development description and revised Site Location Plan) Change of use of to extend domestic garden area and erection of open fronted car port (retrospective) Five Oaks Barn Thordon Cross EX20 4NQ**

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8. Finance

8.1 **Finance Report** To receive and note the financial report and Bank Reconciliation

8.2 **Payments** To resolve to approve the payments as set out below:

A	A Horn	January Salary	£316.68
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B	Clerks	Expenses as listed in clerk's memo	£92.28
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8.3 **Grants** To consider the applications for grants received

A **CAB** £25 requested

Okehampton

B **Community** No specific amount requested

8.4 **Internal Auditor** To approve the appointment of the Internal Auditor.

9. Jubilee Celebrations

9.1 **Platinum Jubilee in Sourton** To receive an update from the clerk

9.2 **Queens Green Canopy** To receive an update on the trees being planted for the Jubilee

10. **Meeting Dates**

10.1 **Annual Parish Meeting** To note the report from the clerk as to the plans and arrangements for the Annual Parish Meeting and Annual Meeting of the PC and to discuss arrangements.

10.1 **Meeting dates** To approve the list of meeting dates for 2022-2023

11. **Highways Issues** To resolve to add a link to the Highways reporting page to Sourton Parish Council's website.

12 **Policy Review** To review and adopt:

12.1 **Asset Register and policy**

12.2 **Site Visit Risk Assessment**

12.3 **Grass Cutting Risk Assessment**

12.4 **Health and Safety Policy**

12.5 **Financial Risk assessment**

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- 13. Councillor Reports** To receive reports on meetings attended and matters brought to the attention of councillors.

PART TWO

Items which may be taken in the absence of the press and public. The Committee 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 items as they involve the likely disclosure of sensitive and confidential information.'

- 14. WDBC Enforcement** To receive any updates.
- 15. Items Brought Forward** To receive (from Councillors) any items for the agenda of the next meeting.
- 16. Date of Next Meeting** Monday 7th March