

Sourton Parish Council

Clerk to the Council: Mrs A M Braidwood, Willowdene, Bratton Clovelly, Okehampton, EX20 4LB. Tel: 01837 871308

I hereby give notice of a Meeting of Sourton Parish Council and summon Members to attend at 7.30pm on Monday 6th January 2020 at Sourton Hall.

A M Braidwood

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, for up to 3 minutes. The maximum time allowed for public participation will be 20 minutes.

Agenda

Councillors are reminded to declare any personal interest in an item on the agenda and its nature and to declare any pecuniary interest in an item on the agenda. Councillors with pecuniary interests must leave the room for the relevant items.

1. **Welcome by the Chair**
2. **Apologies for absence** (with reasons, from Parish Councillors)
3. **Public Forum**
4. **Declarations of Interest** in items on the agenda
5. **Minutes of the previous meeting** held on 2nd December, for approval as a true record & signature by the Chair
6. **Matters arising** from any items in the previous minutes
7. **DCC, WDBC, DNP, Sourton Hall** - To receive reports and updates from those representatives' present
8. **Planning** - To consider a response to new applications listed on the West Devon Planning Portal and updates. (Hard copies available from clerk if required)

New applications: 3749/19/HHO – Response required by 8 Jan 2020

Updates:
9. **Churchyard.**
 - a. To agree dates to meet with PCC regarding future maintenance plans and costs.
 - b. Update from Cllr Horn regarding maintenance agreements with church.
10. **Policies** - To pass resolution on adopting policies.
11. **Councillors reports** - to receive reports on meetings attended and matters brought to the attention of councillors
 - a. Cllr Eberle – Neighbourhood Plan – Update

b. Cllr Deacon – Update on traffic issues at Bosley Cross

12. **Clerk’s report** - Correspondence and any other item which has been brought to the attention of the clerk, which is not on the agenda.

- a. To confirm and sign Clerk Contract of employment.
- b. Roundabout sponsorship – Highways – council ownership and funding via sponsorship.
- c. BYOD – Councillor emails and checklist for device use.
- d. Clerk timesheet –
- e. Road speed letter – action decided
- f. Crime Commissioners Advocate Scheme – volunteers
- g. Contractors Update
- h. Chapter 8 training and road warden scheme – update
- i. BaSE – regular council updates
- j. Update on highways regarding ditch clearance and water flow

13. **Finance**

a. Financial report

b. Accounts for payment:

Mrs M Leonard final salary payment up to 14 th November 2019	£132.08
Admin expenses for A Braidwood - noticeboards – 45 miles @47.7ppm	£21.47
A Braidwood salary – 15 Nov to 15 Jan	£544.98
Grass cutting 8 th cut Churchyard	£80.00

c. Review of banking arrangements – signatures required for letter to bank amending address and adding clerk to access of information on bank account

d. Approve Budget and set Precept for FY2020/21 for precept request in January

PART 2 - Items which may be taken in the absence of the press & public.

The council is recommended to pass the following resolution: ‘Resolved that under section 1(2) of the Public Bodies (Admission to Meetings Act 1960, the public and press be excluded from the meeting for the following items (14 & 15), if they involve the likely disclosure of sensitive & confidential information.

14. **West Devon Enforcement List update – nil**

15. **Items brought forward** by councillors for agenda of next meeting

16. **Date of next meeting**

17. **Close of Meeting**