

**Minutes of the Sourton Parish Council meeting held at 7:20pm  
on 2<sup>nd</sup> February 2026 at Sourton Village Hall.**

**Council Member Present:**

Cllr Mott (Chair)  
Cllr Firth  
Cllr Horn  
Cllr Kaczanow  
Cllr Kennedy  
Cllr Southcott

**In Attendance:**

Mrs A Horn (Clerk) Cllr James Grainger (DCC) 2 member of the public

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| <b>165.</b> | <b>Chairman's Report</b>                       | <b>No report</b>   |
| <b>166.</b> | <b>Apologies for Absence</b>                   | On the proposition Cllr Mott and seconded by Cllr Southcott it was <b>RESOLVED</b> to accept Cllr Edmonds apologies for illness  |
| <b>167.</b> | <b>Public Forum</b>                            | As a public meeting was held immediately beforehand, the Public Forum was omitted  |
| <b>168</b>  | <b>Declarations of Interest</b>                | None   |
| <b>169</b>  | <b>WDBC, DCC, DNP and Sourton Hall Reports</b> | WDBC – Cllr Mott had no report as she had been away.<br>DCC- Cllr Grainger reported that he was aware of potholes in vast numbers and he is trying to get them patched. He posted a Facebook post about compensation to vehicle damage which he is trying to make more accessible. There has been some minor changes to the bus routes he was hoping for more, but it was limited due to budget restrictions.<br>DNP- Cllr Mott had no report as she had been away<br>Sourton Hall – No report |

**ITEMS REQUIRING A DECISION**

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| <b>170</b> | <b>Co Option</b> | <p>3 applications for co-option were received. The council asked the applicants why they wanted to join the parish council and what they could bring to the council. Candidates A, B and C answered with their reasons. Voting for the two vacancies was undertaken and they were filled as follows:</p> <p>Candidate A proposed by Cllr Kaczanow, seconded by Cllr Horn<br/>Candidate B proposed by Cllr Kaczanow seconded by Cllr Horn<br/>Candidate C proposed by Cllr Horn and seconded Cllr Mott</p> <p>Candidate A 4 votes Sam Firth was elected and signed the Declaration of Office and joined the meeting.</p> <p>Candidate B 4 votes Tim Kennedy was elected signed the Declaration of Office and joined the meeting.</p> <p>Candidate C was asked if the council could keep their application for when a vacancy arose.</p> |
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## 171 Minutes

- 171.1 Minutes of the previous meeting On the proposition of Cllr Horn and seconded by Cllr Southcott it was **RESOLVED** to approve and sign the minutes of the Parish Council meeting held on 5<sup>th</sup> January 2026.
- 171.2 Staffing Committee Minutes On the proposition of Cllr Horn and seconded by Cllr Southcott it was **RESOLVED** to adopt the minutes of the Staffing Committee Meeting held on 15th July 2025

## 172 Policy Review

On the proposition of Cllr Mott and seconded by Cllr Kaczanow it was **RESOLVED** to adopt all the policies with the amendment to the Financial Risk Register that starting in April the Clerks Salary and HMRC contributions would be paid by standing order which would be reviewed by the council annually and this then removed the need for the PayPal account entirely which would be closed.

Cllr Grainger DCC left at 8pm

## 173 Planning

- 173.1 3240/25/HHO 20 Trescote Way Bridestowe EX20 4QB On the proposition of Cllr Southcott and seconded by Cllr Kaczanow it was **RESOLVED** to support the application.

## 174. Finance

- 174.1 Finance Report On the proposition of Cllr Mott and seconded by Cllr Kaczanow it was **RESOLVED** to agree the bank reconciliation dated 31<sup>st</sup> January and the budget monitoring report.
- 174.2 Payments On the proposition of Cllr Mott and seconded by Cllr Kaczanow it was **RESOLVED** to approve the payment list totalling £496.27 and move £247 from the Tree Inspection EMR to the budget line to cover the invoice.
- 174.3 Unity Bank Card The Council noted the new card had arrived.

## 175. Wildlife Devon tree

It was agreed to offer the PCC the Whitebeam tree when it arrived as a replacement for the Cherry Tree that the tree survey had indicated needed removal. If this offer was not accepted, then the council would agree on another location for its planting.

## 176 Annual Parish Meeting

It was agreed to hold the Annual Parish meeting at 6:30pm with refreshments on Monday 11<sup>th</sup> May 2026.

## 177 Annual Meeting of the Parish

It was agreed to hold the Annual meeting of the parish where the chair of the council was elected following the Annual Parish meeting starting at 7pm on Monday 11<sup>th</sup> May 2026.

## 178 Cluster group meeting

The Clerk reported back that the group would like all councils again to write to their MPS regarding trying to get a banking hub in Okehampton rather than a cash assisted facility. It was also asked that Councils make contact with the Highways department to get notification of road closures

and these could then be posted on Facebook so that people were aware of closures further afield that may affect them.

It was agreed that the Clerk should action both of these.

**179 Correspondence**

**179.1** Correspondence None

**179.2** Royal Garden Party On the proposition of Cllr Kaczanow and seconded by Cllr Mott it was **RESOLVED** to nominate Cllr Horn for raising £37,329 and awareness for Cystinosis Foundation UK.

**179.3** West Devon Mayoral Nominations Councillors were asked to contact the Clerk with any nominations.

2 members of the public left at 8:25pm

**180 Churchyard** The Tree survey had been undertaken on 26<sup>th</sup> January 2026, and the report had been shared to councillors and the PCC. Cllr Mott and the Clerk had met with the PCC and the Archdeacon of Totness to consider the second version of the memorandum of understanding.

**181 Training** Cllr Horn requested an in person Planning Training Cllr Mott would see if this was available from WDBC

The Clerk would circulate the Dalc newsletter to the new councillors so they could see the training available.

**182 Drains** The Clerk was still working with the secretary of the Commoners to see if anything could be done.

**183 Councillor Reports** A contractor wanted to meet with councillors to discuss a plan of action Cllr Kennedy and Cllr Kaczanow agreed to meet them at the bungalow bus stop.

**184 Items Brought Forward** Tree works

**185** Part TWO – CONFIDENTIAL On the proposition of Cllr Mott, seconded Cllr Southcott it was 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 which are CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.

**186 Enforcement** No update was available

**187 Date of Next Meeting** Monday 2nd March 2026

The meeting closed at 8.54pm