

Sourton Parish Council

Parish Clerk, Mrs A Horn,
Coombe Farm
Lake Sourton,
EX20 4HQ.
Tel: 07453561940

7th April 2026
Dear Councillor

You are summoned to attend a meeting of Sourton Parish Council to be held on Monday 13th 2025 at 7:00pm in Sourton Village Hall or the arising of the Staffing Committee Meeting.

Yours faithfully

A Horn

Abi Horn
Parish Clerk

AGENDA

A FIRE ALARM DRILL IS PLANNED. When the alarm sounds, please make your way out of the building to the meeting point in the car park where you are asked to await further instructions.

Urgent items - items for information only can be brought to the attention of the Council at the discretion of the Chairman at the end of the meeting. No decision can be taken on items not detailed on the published agenda.

Business To Be Transacted

1. **Chair'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 disclosures of unregistered or other interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest.
If a Member becomes aware, during the course of a Meeting, of an interest that has not been disclosed under this item they must immediately disclose it.
Under the Code of Conduct Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with a 'other' interest must apply the tests set out in the Code of Conduct as to whether or not there are circumstances that might enable them to remain.
5. **WDBC, DCC, DNP and Sourton Hall Reports** To receive reports and updates from those representatives' present.

ITEMS REQUIRING A DECISION

- 6. Minutes of the previous meeting** To approve and sign the minutes of the Parish Council meeting held on 2nd March 2026
- 7 Planning** To consider a response to new applications listed on the WDBC and/or DNPA Planning Portals
- 7.1** 0729/26/FUL
Fairways Lodge
Thorndon Cross
EX20 4NE
Change of use from residential care home (Class C2) to dwellinghouse (Class C3) (no external works)
CONSULTING YOU AS A NEIGHBOURING PARISH
- 7.2** 0455/26/FUL
East Bowerland
Farm Okehampton
EX20 4LZ
Erection of horse walker next to stables
- 8. WDBC Assets** To discuss West Devon Borough Council's invitation to submit a Community Asset Transfer application
- 9 Policies**
- 9.1** To review and adopt
Freedom of Information Policy
Publication Scheme
Tree Management Policy
Grant Policy and application
- 10. Finance**
- 10.1 Finance Report** The Bank Reconciliation report and budget report dated 31st March 2026 for the consideration of the Council.
- 10.2 Payments** To resolve to approve the payments as set out in the payments schedule
- 10.3 Standing Orders** To review and approve the list of standing orders and Direct debits for 2026-27
- 10.4 Internal Audit** To note the Internal Audit will take place on 7th May 2026 in person
- 11. Annual Report**
- 11.1 Draft Annual Report** To approve the draft annual report for publication at the Annual Parish Meeting
- 12 Ongoing Items**
- 12.1 Closed Churchyard** To receive an update if available
- 12.2 Drains** To receive an update if available
- 12.3 Cluster Group** To receive an update

- 13 Councillor Reports** To receive reports from Councillors on issues arising
- 14. Items Brought Forward for next agenda** To receive (from Councillors) any items for the agenda of the next meeting.

EXCLUSION OF PRESS & PUBLIC

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and having regard to the confidential nature of the business to be transacted to consider that the Press and Public be excluded from the Meeting for the following items of business.

(**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)

CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY

- 15. WDBC Enforcement** To receive an update
- 16. Tree Surgeon Quotes** To consider quotes if available for the work detailed in the tree inspection
- 17. Staffing** To receive a report and recommendations from the staffing committee
- 18. Date of Next Meeting** Monday 11th May