

Sourton Parish Council

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

23rd February 2026

Dear Councillor

You are summoned to attend a meeting of Sourton Parish Council to be held on Monday 2nd March 2026 at 7:00pm in Sourton Village Hall.

Yours faithfully

A Horn

Abi Horn
Parish Clerk

AGENDA

A fire alarm drill is not planned. In the event that 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. 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 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 Resignation** To note the resignation of Chris Edmonds and the expiry date of the notice of the electorate is 3rd March after which the council can advertise for co-option.
- 7. Minutes**
- 7.1** Minutes of the previous meeting To approve and sign the minutes of the Parish Council meeting held on 2nd February 2026
- 8. Policy Review**
- 8.1** To review the following policies Health and Safety
Scheme of delegation
Consultation Response policy
Councillor-officer Protocol
Asset Register Policy
- 8.2** Asset register To review and agree the Asset Register
- 9. Planning**
- 9.1** 3552/25/VAR
Beechcroft
Broadbury
EX20 4NH Removal of condition 5 (agricultural occupancy condition) of planning consent NSO/5863
CONSULTING AS A NEIGHBOURING PARISH
- 9.2** 0312/26/TPO
East Bowerland
FarmOkehampton
EX20 4LZ TPO N121: T1 - Sycamore (*Acer pseudoplatanus*) - Complete removal (Felling) due to advanced dieback throughout the crown. The tree's health is in terminal decline.
- 10. Finance**
- 10.1** Councillor Bank reconciliation To appoint a new councillor for bank reconciliations
- 10.2** Finance Report To receive the financial report and agree the bank reconciliation.
- 10.3** Payments To resolve to approve the payments as set out on the payments list
- 10.4** New signatories To resolved to add new signatories after the resignation of Chris Edmonds
- 10.5** Virements To agree the following virements from underspend in the 2025-26 budget to the 2026-27 budget.

£1000 General reserves to Gravestones

		£360 Events to bins
		£200 training to training
		£200 green projects to grass cutting
		£50 insurance to insurance
		£600 from grass cutting to grass cutting
10.6	Grants	To consider grant applications received
10.7	Internal Audit	To note the requirements
11.	Consultation	To consider a council response to the Local Government Reorganisation Consultation
12	Churchyard	
12.1	Tree Inspection	To consider the works required from the Tree Inspection
12.2	Memorandum of Understanding	To note the memorandum of Understanding has been agreed by the PCC
13	Staffing committee	To appoint a new councillor to the staffing committee
14	Correspondence	To consider any correspondence received that requires a response
15	Drains	To receive an update if available
16	Councillor Reports	To receive reports from Councillors on issues arising
17.	Items Brought Forward	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

18.	Enforcement	To receive an update
19.	Date of Next Meeting	Monday 13 th April 2026