Sourton Parish Council

Parish Clerk, Mrs A Horn, Coombe Farm Lake Sourton, EX20 4HQ. Tel: 07792958675

30th January 2024 Dear Councillor

You are summoned to attend a meeting of Sourton Parish Council to be held on Monday 5th February 2024 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	Co Option	To consider any applications received	
7.	Minutes of the previous meeting	To approve and sign the minutes of the Parish Council meeting held on 8th January 2024	
8.	Policy Review	To review the policies below	
		Asset Register Asset Register Policy Health and Safety Site Visit risk assessment Financial Risk assessment	
9.	<u>Finance</u>		
9.1	Finance Report	To receive the financial report and agree the bank reconciliation.	
9.2	Payments	To resolve to approve the payments as set out on the payments list	
9.3	Internal Auditor	To resolve to appoint Penny Clapham as the Internal auditor for the 2023/24 financial year at a cost of £65	
10. 10.1	<u>Upcoming</u> Meeting dates	To agree the meeting dates for the 2024-35 year subject to availability of the village hall.	
10.2	Annual Parish Meeting	To discuss arrangements for the annual meeting of the parish	
10.3	Annual Meeting of the Parish	To discuss arrangements for the annual parish meeting	
10.4	80 th celebration of D Day	To discuss plans for the 80 th celebration of D Day on 6 th June	
10.5	WDBC Mayoral Awards	To discuss nominations for the West Devon Borough Council Mayoral Awards in the following categories	
		The West Devon Mayoral Award for Under 18s	
		The West Devon Mayoral Award for Over 18s / Organisation	
		The Mayor's Green Award	
		Long Service Award	

11 11.1	Correspondence Track to village Hall	To discuss correspondence received from a parishioner
11.2	Housing	To receive an update from Cllr Eberle on a draft letter to West Devon Borough Council in regard to housing
11.3	Lamerton Neighbourhood Plan	To consider correspondence from Lamerton PC, Neighbourhood Plan Group
12. 12.1	<u>Planning</u> 3811/23/FUL	READVERTISEMENT (amended plans) Erection of new stable and arena with associated landscaping East Bowerland Farm Okehampton EX20 4LZ
12.2	Planning appeal	To note the appeal for Collaven Manor, EX20 4HH has been dismissed
13	Clerk's report	To receive an update from the clerk on outstanding issues.
14	Councillor Reports	To receive reports from Councillors on issues arising
15.	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

16.	WDBC Enforcement	To receive an update
17.	Date of Next Meeting	Monday 5 th March 2024