

# Sourton Parish Council

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

3rd April 2024  
Dear Councillor

You are summoned to attend a meeting of Sourton Parish Council to be held on Monday 8th April 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. **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.	<b>Minutes of the previous meeting</b>	To approve and sign the minutes of the Parish Council meeting held on 27 <sup>th</sup> February and 4 <sup>th</sup> March 2024
7	<b><u>Planning</u></b>	To consider a response to new applications listed on the WDBC and/or DNPA Planning Portals
7.1	<b>Planning List</b>	To note the applications decisions and outcomes of the planning applications over the last 12 months
8	<b><u>Projects</u></b>	
8.1	<b>80<sup>th</sup> Celebration of D Day</b>	To receive an update from the events working group
8.2	<b>Green working group</b>	To receive an update from the working group in regard to Big Green Week
8.3	<b>Field next to the Village Hall</b>	To receive an update if available and resolve actions from the update.
8.4	<b>Village Hall Committee</b>	To discuss working in partnership with the Village Hall Committee
9	<b><u>Policies</u></b>	
9.1		To review and adopt the policies below:  Privacy Policy  Freedom of Information Policy  Publication Scheme  Flag Flying  Scheme of Delegation  Tree Management Policy
10	<b><u>Freedom of Information request</u></b>	<b>To note the following requests</b>
10.1	<b>East Bowerland</b>	To give information regarding the planning response
10.2	<b>Field beside the village Hall</b>	Information requested on minute item 157 –items to add to next agenda

- 10. Finance**
- 10.1 Finance Report** The Bank Reconciliation report and budget report dated 31<sup>st</sup> March 2024 for the consideration of the Council.
- 10.2 Payments** To resolve to approve the payments as set out in the payments schedule
- 11. Annual Report**
- 11.1 Draft Annual Report** To approve the draft annual report for publication at the Annual Parish Meeting
- 12 Clerk's report** To receive an update from the clerk on outstanding issues.
- 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. Date of Next Meeting** Monday 13<sup>th</sup> May at 7pm