

# Sourton Parish Council

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

23rd December 2025

Dear Councillor

You are summoned to attend a meeting of Sourton Parish Council to be held on Monday 5<sup>th</sup> January 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**

<b>1.</b>	<b>Chairman's Report</b>	
<b>2.</b>	<b>Apologies for Absence</b>	To receive and accept apologies for absence.
<b>3.</b>	<b>Public Forum</b>	This item will be conducted in accordance with the Standing Orders of the Council, which are available to read on the website.
<b>4.</b>	<b>Declarations of Interest</b>	<p>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.</p> <p>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.</p> <p>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.</p>

**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 1 <sup>st</sup> December 2025
7.	<b>Co Option</b>	To consider applications received for co-option to the council for two vacancies
8.	<b><u>Policy Review</u></b>	To review the policies below
		<ol style="list-style-type: none"><li>1. Standing Orders</li><li>2. Privacy Notice</li><li>3. Subject Access Request Policy</li><li>4. Communication</li></ol>
9.	<b><u>Finance</u></b>	
9.1	<b>Finance Report</b>	To receive the financial report and agree the bank reconciliation.
9.2	<b>Budget</b>	To resolve to set the budget for the 2026-2027 year
9.3	<b>Precept</b>	To resolve to set the precept for the 2026-2027 year
9.4	<b>Payments</b>	To resolve to approve the payments as set out in the payment schedule
10.	<b><u>Planning</u></b>	To consider a response to new applications listed on the WDBC and/or DNPA Planning Portals.
10.1	2933/25/FUL Rosemary Cottage Thorndon CrossEX20 4NF	Retrospective erection of field shelter
10.2	3528/25/FUL East Bowerland FarmOkehampton EX20 4LZ	Formation of a stone track.
10.3	3391/25/FUL East Bowerland FarmOkehampton EX20 4LZ	Extension of existing stable roof to cover perimeter pathway and regrading of existing parking area.
11.	<b>Correspondence</b>	To consider any correspondence received that requires a response
12	<b>Library Consultation</b>	To note a consultation which closes on 22nd February 2026 and can be responded to by Councillors as individuals. <a href="#"><u>Have Your Say Today - Shaping Devon's Library Service - Commonplace</u></a>

<b>13</b>	<b>Drains</b>	To receive an update
<b>14</b>	<b>Churchyard</b>	To receive an update
<b>15</b>	<b>Councillor Reports</b>	To receive reports from Councillors on issues arising
<b>16.</b>	<b>Items Brought Forward</b>	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**

<b>17</b>	<b>WDBC Enforcement</b>	To receive an update
<b>18</b>	<b>Staffing</b>	To receive recommendations from the Staffing Committee
<b>19</b>	<b>Bungalow Bus Stop</b>	To quotes if received
<b>20.</b>	<b>Date of Next Meeting</b>	Monday 2 <sup>nd</sup> February 2026