

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

1st July 2024
Dear Councillor

You are summoned to attend a meeting of Sourton Parish Council to be held on Monday 8th July 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 Welcome	
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	<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>
5	WDBC, DCC, DNP and Sourton Hall Reports	To receive reports and updates from those representatives' present.

	ITEMS REQUIRING A DECISION	
6.1	Minutes of the previous meeting	To approve and sign the minutes of the Parish Council meeting held on 3 rd June 2024
6.2	Minute 164	To note that, contrary to previous belief, some houses were missed from the consultation
6.3	Minute 182	To note that the reference on minute should have been ...(z) not ... (bb)
7	<u>Planning</u>	To consider a response to new applications listed on the WDBC and/or DNPA Planning Portals
7.1	APP/Q1153/W/24/3 341918 East Bowerland	The appeal will be determined based on Written Representation – to agree to leave previous response or submit a new response
7.2	1442/23/FUL - APP/Q1153/W/24/3 346095 Rosemary Cottage, Thorndon Cross, OKEHAMPTON, EX20 4NF	An appeal has been submitted but the start date is not yet know. To discuss that if the appeal is determined based on Written Representation –do the council want to leave the previous response or submit a new response?
8	<u>Finance</u>	
8.1	Finance Report	The Bank Reconciliation report and budget report dated 30 th June 2024 for the consideration of the Council
8.2	Payments	To resolve to approve the payments as set out on the payment schedule.
8.3	Delegated authority	If no meeting is required in August to delegate authority to the clerk to set up the payments for -HMRC -Clerks Wages August grass cutting And to contact the signatories to authorise and to circulate payment list to all councillors.
8.4	NatWest	To note the bank accounts have now been closed and the funds transferred to the Unity Account
9	<u>Policies</u>	
9.1	Grants Policy and application form	To review the policy and application form
9.2	Environmental Policy	To review and adopt the Environmental Policy

9.3	Green Policy Objectives	To review and update Green Policy objectives
9.4	Code of Conduct	To review and adopt the Code of Conduct
9.5	Death of a senior figure	To review and adopt the Death of a Senior Figure
9.6	Training Policy	To review and adopt a Training Policy as required by the Local Council Awards Scheme
9.7	Unreasonably Persistent or Vexatious Complaints policy	To review and adopt the Unreasonably Persistent or Vexatious Complaints policy
10	<u>Projects</u>	
10.1	Churchyard Plan	To discuss a draft Churchyard plan based on Church of England guidance
10.2	Community Grant Wildlife Scheme	To discuss if the Council wishes to apply for a grant for a wildlife scheme
10.3	Events	To discuss possible events: November Firework display Sourton Christmas Party 80 th V Day 8th May 2025
10.4	Rural Village Service Group	To discuss if the Council wishes to join the Rural Village Service Group at a cost of £50 plus VAT per year
10.5	Bins	To receive an update from the Clerk
10.6	Quality council award	To review the criteria are prepared and in place and to resolve to send in the application form.
10.7	Website Accessibility	To note that the website host will be upgrading the website before October as the Web Content Accessibility Guidelines (WCAG) 2.2 introduce new requirements aimed at making web content more accessible to a wider range of people with disabilities. For parish council website publishers, adhering to these guidelines is crucial to ensure that their websites are inclusive and compliant with legal standards.
10.8	Defibrillator	The Parish Council were not successful in their application for a free British Heart Foundation defibrillator. To discuss <ul style="list-style-type: none"> • Purchasing a defibrillator • Location • Funding and grant applications

11	<u>Election/co-option</u>	
11.1	Vacancy One	To note the Notice of Vacancy for Debbie Ford's seat expires on 3rd July and if no request for an election has been received the council can advertise for co-option
11.2	Vacancy Two	To note the Notice of Vacancy for Sally Gibson's seat expires on 17 th July and if no request for an election has been received the council can advertise for co-option.
12	<u>Correspondence</u>	
12.1	Clerks Pay	To review report from the Clerk on pay and note the response from the ICO that the parishioners aren't entitled to receive the clerk's personal data under Section 40(2) of the FOIA as it is part of the exempt list.
12.2	Vacancies	To review correspondence from a member of the public regarding the vacancy in November 2023 and to agree a response
12.3	20mph in Dartmoor National Park towns and villages	To review correspondence from Moretonhampstead Parish Council and agree a response
13	Items Brought Forward	To receive (from Councillors) any items for the agenda of the next meeting.
<u>PART TWO</u>		
<i>Items which may be taken in the absence of the press and public. The Committee is recommended to pass the following resolution: 'Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.'</i>		
14.	WDBC Enforcement	To receive any updates.
15	Grass cutting	To note the council has received a verbal tender