

**Minutes of the Sourton Parish Council meeting held at 7pm
on 11th May 2026 at Sourton Village Hall.**

Council Member Present:

Cllr Mott (Chair)
Cllr Firth
Cllr Horn
Cllr Kennedy
Cllr Southcott

In Attendance:

Mrs A Horn (Clerk)

1. Elections

1.1 Election of Chair

On the proposition of Cllr Horn and seconded by Cllr Southcott it was **RESOLVED** to elect Cllr Mott as Chair.

1.2 Acceptance of Office

Cllr Mott signed the Acceptance of Office.

1.3 Election of Vice Chair

On the proposition of Cllr Southcott and seconded by Cllr Firth it was **RESOLVED** to elect Cllr Firth as Vice Chair.

2 Apologies for Absence

None

3 Committees of the Council

3.1 Complaints Committee

It was **RESOLVED** to appoint all Councillors to the committee apart from the Chairman of the Council, as per the Complaints Policy.

3.2 Staffing Committee

On the proposition of Cllr Mott and Seconded by Cllr Southcott it was **RESOLVED** to appoint Cllrs Horn, Firth and Kennedy to the Committee. The Terms of Reference for the committee were accepted.

4 Working Groups

4.1 Green Spaces Working Group

On the proposition of Cllr Mott and seconded by Cllr Firth it was **RESOLVED** that a councillor would attend in collaboration with the new volunteer group. The next volunteering group was 13th June in conjunction with the bacon baps in the hall.

5 Representatives to External Bodies

5.1 Dartmoor National Park

On the proposition of Cllr Southcott and seconded by Cllr Horn it was **RESOLVED** to appoint Cllr Mott as the Councils representative.

5.2 Northern Links

The Northern Links group is no longer in existence it has been replaced by the Cluster Group. It was agreed that the Clerk be the Council representative, other councillors could attend if they wished.

5.3 Police and Crime Commissioner Advocate

It was agreed that as the West Devon Councillors already attended, they would report back to the council.

6. Governance

6.1 Asset Assessment

It was agreed to appoint Cllr Horn to this role

6.2 Closed Churchyard

It was agreed to appoint Cllr Mott to this role

6.3 Financial Checks

It was agreed to appoint Cllr Firth to this role

7 Public Forum

None

8 Declarations of Interest

None

9 Minutes of the previous meeting

On the proposition of Cllr Southcott and seconded by Cllr Kennedy it was **RESOLVED** to approve and sign the minutes of the Parish Council meetings held on 13th April 2026

10. Co option

No nominations had been received. Item to remain on the agenda until further nominations put forward. All to consider how to attract new members to the council.

11. Insurance

11.1 Insurance renewal

It was noted that that the Council had renewed its insurance with Zurich at a cost of £300.

11.2 Insurance declaration

Any Councillor who had a declaration was asked to contact the clerk.

12. Finance

12.1 Certificate of Exemption

On the proposition of Cllr Kennedy and seconded by Cllr Firth it was **RESOLVED** to sign the certificate of exemption.

12.2 AGAR- Internal Auditor Report

The Clerk reported that the Auditors report had been received which confirmed the Council had met its responsibilities during the year. It was agreed that the Staffing Committee would meet and discuss the recommendations and report back to the Council

12.3 Annual Governance Statement

On the proposition of Cllr Kennedy and seconded by Cllr Firth it was **RESOLVED** that the Chair and Clerk & RFO would sign Annual Governance Statement

12.4 Accounting Statement

On the proposition of Cllr Kennedy and seconded by Cllr Southcott it was **RESOLVED** that the Chair and Clerk & RFO would sign the Accounting Statement

12.5 Notice of Public Rights

On the proposition of Cllr Mott, seconded Cllr Southcott, it was **RESOLVED** to approve the dates for the Electors Rights, the period commencing on 3rd June 2026 and ending on 14th July 2026. This would be put on all noticeboards.

12.6 Finance Report

On the proposition of Cllr Firth and seconded by Cllr Southcott it was **RESOLVED** to agree the bank reconciliation dated 30th April 2026 and the budget monitoring report

12.7 Payments

On the proposition of Cllr Firth and seconded by Cllr Horn it was **RESOLVED** to approve the payment list totalling £1409.21 plus VAT

13. Policy

13.1 Policy Review

On the proposition of Cllr Mott and seconded by Cllr Firth it was **RESOLVED** to adopt the Reserve Policy to comply with the revised Governance and Accountability for Smaller Authorities in England.

On the proposition of Cllr Mott and seconded by Cllr Firth it was **RESOLVED** to adopt the Safeguarding policy to comply with the insurance requirements.

14 Planning

14.1 0848/26/HHO Valley View Thorndon Cross EX20 4NQ

On the proposition of Cllr Kennedy and seconded by Cllr Horn it was **RESOLVED** to support the application as it was not visible from the road and fits in well with the original building

14.2 0820/26/LBC Diggaport House Bridestowe EX20 4ER

On the proposition of Cllr Firth and seconded by Cllr Kennedy it was **RESOLVED** to support the application

14.3 0821/26/FUL Diggaport House Bridestowe EX20 4ER

On the proposition of Cllr Horn and seconded by Cllr Firth it was **RESOLVED** to support the application

15. Close Churchyard

The Clerk reported that the tree works had been completed from the tree inspection and that mowing season was underway.

16. Drains

Cllr Mott reported that the Land Agents had come back with form that needed to be completed before any work done. It was agreed to send the form to the Commoners and ask them to complete the form before any work was done.

17 Items Brought Forward

Dog worrying on the Pegus Way
Bungalow Bus Stop repairs
Bin at Sourton Down
Notice Board at Trescote Way

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. WDBC Enforcement

An update was noted

19. Date of Next Meeting

1st June 2026 at 7pm

Meeting closed at 8:20pm