

**Minutes of the Sourton Parish Council meeting held at 7:08pm
on 1st June 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)

25 Chair's Welcome

The Chair welcomed the Councillors

26 Apologies for Absence

None

27 Public Forum

None

28 Declarations of Interest

None

**29 WDBC, DCC, DNP and Sourton
Hall Reports**

WDBC- emails circulated.

DCC- email as an agenda item

DNP- the partnership plan is in the process of being drafted, and the Local Plan will be at Gateway 1 in October.

Sourton Hall- No report

ITEMS REQUIRING A DECISION

30 Minutes

30.1 Minutes of the previous meeting

On the proposition of Cllr Kennedy and seconded by Cllr Southcott it was **RESOLVED** to approve and sign the minutes of the Parish Council meetings held on 11th May 2026

30.2 Staffing Committee Minutes

On the proposition of Cllr Southcott and seconded by Cllr Kennedy it was **RESOLVED** adopt the minutes of the Staffing Committee Meeting held on 5th January 2026 and 13th April 2026

31 Finance

31.1 Finance Report

On the proposition of Cllr Mott and seconded by Cllr Southcott it was **RESOLVED** to agree the bank reconciliation dated 31st May 2026 and the budget monitoring report. It was noted that card payments leave the bank the following month, causing the reconciliation difference.

31.2 Payments

On the proposition of Cllr Mott and seconded by Cllr Southcott it was **RESOLVED** to approve the payment list totalling £688.03 plus VAT

32 Co option

No applications had been received. It was agreed to advertise on Facebook a meet the Councillors at the next Clean up and bacon baps on 13th June.

33 Policy Review

On the proposition of Cllr Mott and seconded by Cllr Southcott it was **RESOLVED** to adopt:

Volunteer Policy – with the addition of - Lone working it is preferable not to go out individually it is preferable in pairs. And carry mobile phone.

Risk assessment for Closed Churchyard

Church Maintenance Policy

34 Councillor Training

No training was requested

35 Speed signs

It was agreed to explore the Parish Community Funded option, and the Clerk would bring more details to the next meeting.

36 Drains

No response had been received from the Commoners

37 Churchyard

It was agreed that Cllr Mott and the Clerk would speak to the PCC about applying for a faculty to be able to undertake the repair work.

38 Items Brought Forward

None

39. PART TWO

On the proposition of Cllr Mott seconded by Cllr Southcott it was **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 which are 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.

40 WDBC Enforcement

An update was noted.

41 Staffing Committee

On the proposition of Cllr Firth and seconded by Cllr Kennedy it was **RESOLVED** to agree the staffing committees' recommendations from July.

42 Bin

On the proposition of Cllr Firth and seconded by Cllr Kennedy it was **RESOLVED** to purchase a Topsey Royale 90l bin at a cost of £198.36 + VAT and postage to be put by the Aliceford bus stop

43 Noticeboard

On the proposition of Cllr Southcott and seconded by Cllr Mott it was **RESOLVED** to buy a magnetic lockable noticeboard from Greenbarnes for £389.07 plus VAT and postage, to be installed at the bottom of Trescote Way to replace the current one, which is at end of life and poses a health and safety risk due to glass in the doors.

44. Date of Next Meeting 6th July 2026 at 7pm

Meeting closed 8:24pm