

**Minutes of the Sourton Parish Council meeting held at 7pm
on 2nd March 2026 at Sourton Village Hall.**

Council Member Present:

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

In Attendance:

Mrs A Horn (Clerk) 1 member of the public

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| 165. Chairman's Report | No report |
| 166. Apologies for Absence | Cllr James Grainger (DCC) apologies due to a prior commitment were noted |
| 167. Public Forum | It was agreed that questions raised during the public participation session would no longer be recorded in the minutes, as they were addressed during the meeting. |
| 168. Declarations of Interest | None |
| 169. WDBC, DCC, DNP and Sourton Hall Reports | WDBC-Looking into in person planning training Cllr Mott would report back. There was a NPPF briefing on 12 th March 4-5pm and the Bridestowe and Sourton Neighbourhood plan can currently be protected under Paragraph 14.
DCC- No report
DNP Meeting was on Friday to discuss partnership plan – how park authority work with all partners e.g. parishes commoners etc. securing economy and future. New Chief Exec Tom Surrey was replacing Dr Bishop and there were currently in the changeover period.
Sourton Hall- No report |
| 170. Resignation | The Council noted the resignation of Chris Edmonds and the expiry date of the notice of the electorate which was 5pm on 3 rd March after which the council can advertise for co-option. As per the co-option policy this would be in April's BASE magazine and the date for co-option would be the May meeting. |
| 171. <u>Minutes</u> | |
| 171.1 Minutes of the previous meeting | On the proposition of Cllr Firth and seconded by Cllr Kaczanow it was RESOLVED to approve and sign the minutes of the Parish Council meeting held on 2 nd February 2026 with the amendment to min 172: seconded Cllr Horn (Cllr Kaczanow abstained) |
| 172. <u>Policy Review</u> | |

- 172.1** Policy Review On the proposition of Cllr Mott and seconded by Cllr Firth (Cllr Kaczanow abstained) it was **RESOLVED** to adopt the policies with the change to the Scheme of Delegation Closed Churchyard to:
To take decisions on any urgent matters, in consultation with the chairman and one other councillor if possible.
- 172.2** Asset register On the proposition of Cllr Firth and seconded by Cllr Kennedy it was **RESOLVED** to accept the asset register
- 173. Planning**
- 173.1** 3552/25/VAR
Beechcroft
Broadbury
EX20 4NH On the proposition of Cllr Kennedy and seconded by Cllr Mott it was **RESOLVED** to submit a neutral view commenting that they were disappointed to lose another dwelling from the agricultural community.
- 173.2** 0312/26/TPO
East Bowerland
FarmOkehampton
EX20 4LZ On the proposition of Cllr Firth and seconded by Cllr Kaczanow it was **RESOLVED** to comment that sympathetic relandscaping after the felling is complete is needed and that the Parish Council trust that suitable checks are completed to make sure there are no bats roosting in the trees. As the felling of the tree will block access to neighbours and the public footpath communication and forward planning and a traffic management scheme were needed in place before the felling commenced.
- 174. Finance**
- 174.1** Councillor Bank reconciliation On the proposition of Cllr Mott and seconded by Cllr Horn it was **RESOLVED** to appoint Cllr Firth to undertake the bank reconciliation.
- 174.2** Finance Report On the proposition of Cllr Mott and seconded by Cllr Horn it was **RESOLVED** to agree the bank reconciliation dated 28th February and the budget monitoring report noting that the Microsoft subscription had been taken from the reserve account and a transfer would be made to rectify this and the Clerk would investigate how this had happened as this was not a new subscription.
- 174.3** Payments On the proposition of Cllr Southcott and seconded by Cllr Mott it was **RESOLVED** to approve the payment list totalling £181.70 plus VAT
- 174.4** New signatories On the proposition of Cllr Mott and seconded by Cllr Firth it was **RESOLVED** to add Cllr Kennedy as a bank signatory.
- 174.5** Virements On the proposition of Cllr Mott and seconded by Cllr Horn it was **RESOLVED** to make the following virements from underspend in the 2025-26 budget to the 2026-27 budget and to add EMR Gravestone s 27/28 budget. The Councils reserves were reviewed and agreed.

£1000 General reserves to Gravestones

£360 Events to bins

- £200 training to training
- £200 green projects to grass cutting
- £50 insurance to insurance
- £600 from grass cutting to grass cutting
- Member public left 7:50pm
- 174.6 Grants** On the proposition of Cllr Firth and seconded by Cllr Kennedy it was **RESOLVED** to award
 Tor Support £75
 Community Transport £50
- The application from Crimestoppers did not meets requirements of the grants policy and it was suggested to feed back that they may want to approach the Police and Crime Commissioner
- 174.7 Internal Audit** The requirements for the internal audit were noted, and it would be undertaken between 27th April and 8th May
- 175. Consultation** It was agreed that Councillors would send the clerk their comments on the proposals so they could be collated and submitted by 15th March Cllr Firth requested it was noted that he strongly objected to the proposal from Exeter City Council and Plymouth City Council with 4 Unitary Councils.
- 176 Churchyard**
- 176.1 Tree Inspection** The Clerk would obtain quotes for the tree work for the next meeting.
- 176.2 Memorandum of Understanding** It was noted that the memorandum of Understanding has been agreed by the PCC and the Clerk would circulate to new councillors.
- 177 Staffing committee** On the proposition of Cllr Mott and seconded by Cllr Southcott it was **RESOLVED** to appoint Cllr Kennedy to the staffing committee.
- 178 Correspondence** The email regarding councillor resignations was noted.
 The email regarding Litter picking and sign replacement- it was too dangerous for volunteers to litter pick towards Bowerland Cross but at the volunteer day on 14th March depending on volunteer numbers would be looked at. The Clerk would report the sign to Highways and Cllr Grainger.
- 179 Drains** A letter was received from the PCC regarding the drains and carpark, and this would be forwarded to the Commoners Secretary.
- 180 Councillor Reports** Cllr Firth asked if WDBC new powers for removing abandoned cars could be used on the car in the village hall carpark. Clerk to liase with Commoners secretary regarding this.

Cllr Kaczanow asked if the typo on the co-option form could be corrected.

Cllr Southcott reported the speed watch group needs volunteers and this will be advertised on clean-up day on 14th March and also in the BASE magazine.

Cllr Kennedy reported that the speed van had been out in Sourton. They will do 10 visits in the area initially.

The Clerk reported that Lloyds bank closing 25th March as banking facilities have opened in the post office.

181 It was RESOLVED to suspend Standing Order 3 (x) to permit extension of the meeting following a proposal by Cllr Mott, seconded Cllr Southcott

182. Items Brought Forward None

183 PART TWO – CONFIDENTIAL On the proposition of Cllr Mott, seconded 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.

184. Enforcement An pupdate was received

195. Date of Next Meeting Monday 13th April 2026

The meeting closed at 9:15pm