

# Sourton Parish Council

## Minutes of the Sourton Parish Council meeting held at 7pm on Monday 5<sup>th</sup> December 2022 at Sourton Village Hall.

### Council Member Present:

Cllr Eberle (Chair)

Cllr Fogerty

Cllr D Firth

Cllr S Firth

Cllr Jewell

Cllr Leonard

Cllr Stone

### In Attendance:

Mrs A Horn (Clerk), Cllr Southcott WDBC,

- 115. Chairmans Report** The recent litter pick had been supported by 1 member of the public, 5 bags of rubbish had been collected although none between the Church and Prewely along the cycle track.  
Cllrs Leonard, Eberle and S Firth had planted 30-40 trees including a Crab apple at Trescott Way and outside the Cycle Hire  
SW Water new pipeline will miss the Jubilee trees and they may be planting trees-Autumn 2023
- 116. Apologies for Absence** An apology from Cllr Mott was noted
- 117. Public Forum** None
- 118. Declarations of Interest** None
- 119. Minutes of the previous meeting** It was **resolved** to approve and sign the minutes of the Parish Council meeting held on 7<sup>th</sup> November 2022 proposed by Cllr D Firth and seconded by Cllr Leonard with the change on minute 106 to an “outline of relevant policies” replacing “a draft response before the meeting.”  
Cllr Southcott arrived at 7:20pm
- 120. Finance**
- 120.1 Finance Report** The clerk updated the Council on the finances and provided a bank rec which Cllr D Firth signed.
- 120.2 Payments** On the proposition of Cllr D Firth and seconded by Cllr Eberle it was **resolved** to approve the schedule of payment noting that the invoice for the defibrillator was still awaited
- 121.3 Budget** On the proposition of Cllr D Firth and seconded by Cllr Eberle it was **resolved** to reduce the training budge to £150 and the grants budget to £325. It was requested that in the new financial year that the budget was reviewed quarterly in detail as well as the usual monthly bank recs.
- 121.4 Grants** On the proposition of Cllr S Firth and seconded by Cllr Leonard it was **resolved** to give a grant of £100 for Citizens Advice Bureau
- 122. Staffing Sub Committee**
- 122.1 Report** A report from Cllr Fogerty was noted

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## 123 Policies

- 123.1 Publication** On the proposition of Cllr S Firth and seconded by Cllr Leonard it was **resolved** to adopt the Publication Policy voted unanimously
- 123.2 Dignity at work** On the proposition of Cllr Leonard and seconded by Cllr S Firth it was **resolved** to adopt the Dignity at work policy voted unanimously
- 123.3 Respect Pledge** On the proposition of Cllr Leonard and seconded by Cllr S Firth it was **resolved** to take the Civility and respect pledge:
- Our Council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect.
  - Our council has put in place a training programme for councillors and staff
  - Our council has signed up to Code of Conduct for councillors
  - Our Council has good governance arrangements in place including, staff contracts and a dignity at work policy
  - Our council will commit to seeking professional help in the early stages should civility and respect issues arise
  - Our council will commit to calling out bullying and harassment if and when it happens
  - Our council will continue to learn from best practice in the sector and aspire to being a role model champion council e.g., via the Local Council Award Scheme
  - Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.
- Voted unanimously
- 123.4 Action Plan** On the proposition of Cllr D Firth and seconded by Cllr Leonard it was **resolved** to adopt the action plan. Voted unanimously

## 124 Projects

- 124.1 Bus Shelter by Wynyard Terrace** The purchase of a bird house was proposed by Cllr Eberle, which was not seconded.  
On the proposition of Cllr S Firth seconded by Cllr Jewell it was **resolved** to make a sign for the bus shelter “Sourton PC Bird and Bug stop” to make people aware of the change of use.  
  
On the proposition of Cllr D Firth seconded by Cllr Stone it was **resolved** to add rocks, leaves, and twigs to the bus stop to help attract insects.  
  
Cllrs Jewell and S Firth offered to lead on this project. voted unanimously
- 124.2 Bulb planting** Cllr S Firth offered to plant the bulbs
- 124.3 Asset Checking** Cllr Jewell reported on the council’s assets and noted that the bungalow bus stop required some attention. Council to investigate repair options for the spring.
- 124.4 Coronation of King Charles III** On the proposition of Cllr Jewell and seconded by Cllr S Firth it was **resolved** to have a bring and share lunch with games on Sunday 7<sup>th</sup> May with a BBQ and beer evening. The clerk would ask the landowner

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of the field used for the beacon if the field could be used again. Voted unanimously

On the proposition of Cllr Leonard and seconded by Cllr Eberle it was **resolved** to hire the village hall for the day in case of inclement weather and for the use of the kitchen and toilets. Cllr Eberle would put in the Base magazine as part of her monthly article that any comments on the event should be sent to the clerk for the February meeting. Voted unanimously

On the proposition of Cllr D Firth and seconded by Cllr Eberle it was **resolved** to purchase some more bunting before the end of the year to avoid inflated prices. Voted unanimously

## 124.5 Games Night

On the proposition of Cllr Eberle and seconded by Cllr D Firth it was **resolved** to hold a games afternoon on 11<sup>th</sup> Dec 2pm-4pm and purchase some mince pies and teas and coffees. The scouts will organise craft activities on the stage. Voted unanimously

A motion to suspend Standing Order 3 (bb) to permit extension of the meeting was proposed by Cllr Leonard, seconded Cllr S Firth, and agreed.

## 124.6 Warm Spaces

On the proposition of Cllr Leonard and seconded by Cllr Eberle it was **resolved** that the clerk would apply to West Devon Borough Council for a grant to help fund some community events such as big breakfast or a bring and swap event. Voted unanimously

On the proposition of Cllr Jewell and seconded by Cllr Leonard it was **resolved** that the events would be considered for the winter months only. Voted unanimously

## 124.7 Community Gardens

On the proposition of Cllr Leonard and seconded by Cllr Eberle it was **resolved** not to start looking into this project at the moment as there were no suitable patches of land available.

## 124.8 Community Fridge

On the proposition of Cllr Leonard and seconded by Cllr Eberle it was **resolved** not to have a community fridge as there was not a suitable location at the present time.

## 125 Councillor Reports

Cllr Jewell reported the Village Hall had a meeting Tuesday 6<sup>th</sup> December and they would be discussing the painting of the interior of hall and the maintenance of the floor.  
WDBC reports circulated by email.

## 126 Clerks Reports

Clerks reported on:  
Ongoing actions from previous meetings  
Internal auditor had been in contact, contract hopefully brought to next meeting.  
External auditor PK Littlejohn's had been appointed for the next 5 years

## 127 Items Brought Forward

Events budgets

Cllr Southcott left at 9:15pm

### 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.

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**CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY**

**128. WDBC Enforcement** An update was noted

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**129. Tree Inspection** On the proposition of Cllr Eberle and seconded by Cllr stone it was **resolved** to accept the quote from Mr D Pratt at £395 plus VAT Voted unanimously

On the proposition of Cllr Eberle, seconded Cllr Fogerty it was **RESOLVED** to exit Part 2 and ratify decisions made therein. The meeting closed at

**130 Date of Next Meeting** 9<sup>th</sup> January 2023 starting at 7pm