

# Sourton Parish Council

## Minutes of the Sourton Parish Council meeting held at 7pm on the 13<sup>th</sup> May 2024 at Sourton Village Hall.

### Council Member Present:

Cllr S Firth (Retiring Vice Chair)

Cllr D Firth

Cllr S Gibson

Cllr Jefferies

### In Attendance:

Mrs A Horn (Clerk) Cllr Southcott WDBC 11 members of the public

### 1. Elections

1.1 **Election of Chair** On the propositions of Cllr D Firth and seconded Cllr S Gibson it was **RESOLVED** to appoint Cllr S Firth

1.2 **Acceptance of Office** Cllr S Firth signed the Acceptance of Office Form

1.3 **Election of Vice Chair** On the propositions of Cllr S Firth and seconded Cllr S Gibson it was **RESOLVED** to appoint Cllr Eberle as Vice Chair, Cllr Eberle had confirmed that she was happy to accept this role.

2 **Apologies for Absence** On the propositions of Cllr S Firth and seconded Cllr S Gibson it was **RESOLVED** to accept Cllr Jewells apology for health reasons and Cllr Eberle for personal reasons

3 **Committees and Sub Committees of the Council -** To appoint Councillors to the following committees and subcommittees and to elect the Chairmen for the ensuing year:

3.1 **Complaints Committee** On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** to appoint all Councillors to the committee apart from the Chairman of the Council.

7:05 Cllr Jefferies arrived.

3.2 **Staffing Sub Committee** On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** to appoint Cllrs Gibson and Jefferies. Another member would be appointed at a later date.

3.3 **Staffing Appeals Sub committee** On the propositions of Cllr Jefferies and seconded Cllr Gibson it was **RESOLVED** to appoint Cllrs D Firth & Jewell. Cllr Jewell had agreed to be appointed to the committee when he gave his apologies. Another member would be appointed at a later date.

### 4 **Working Groups**

4.1 **Events Working Group** On the propositions of Cllr Gibson and seconded Cllr Jefferies it was **RESOLVED** to appoint Cllrs Jewell, S & D Firth to the working group. The council confirmed the ToR for the working group.

4.2 **Green Spaces Working Group** On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** to appoint Cllrs Gibson, Eberle & Jefferies to the

# Sourton Parish Council

working group. The council confirmed the ToR for the working group

## 5 **Representatives to External Bodies -**

- 5.1 Dartmoor National Park On the propositions of Cllr Jefferies and seconded Cllr Gibson it was **RESOLVED** to appoint Cllr Eberle
- 5.2 Closed Churchyard On the propositions of Cllr D Firth and seconded Cllr Jefferies it was **RESOLVED** to appoint Cllr S Firth
- 5.3 Northern Links On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** to defer the decision until the update of how the meetings would be held was received.
- 5.4 Police and Crime Commissioner Advocate On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** to not appoint a representative as the council felt it had not been beneficial.
- 5.5 Asset Assessment On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** to appoint Cllr Jewell
- 6 **Public Forum** A member of the public asked if the council had received an email from the Vicar of St Thomas a Becketts. The clerk confirmed that no email had been received.
- 7 **Declarations of Interest** None

## **ITEMS REQUIRING A DECISION**

- 8 **Minutes of the previous meeting** On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** to approve and sign the minutes of the Parish Council Meeting held on 8<sup>th</sup> April .
9. **Insurance**
- 9.1 Insurance renewal The Council noted the insurance renewal.
- 9.2 Insurance declaration Any Councillor who had a declaration was asked to contact the clerk.
- 9.3 Safeguarding Policy On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** to adopt the policy.
10. **Finance**

## Sourton Parish Council

- 10.1** Certificate of Exemption On the propositions of Cllr S Firth and seconded Cllr Jefferies it was **RESOLVED** to sign the certificate of exemption.
- 10.2** AGAR The Clerk reported that the Auditors report had been received which confirmed the Council had met its responsibilities during the year.
- 10.3** Annual Governance Statement On the propositions of Cllr S Firth and seconded Cllr S Gibson it was **RESOLVED** that the Chair and Clerk& RFO would sign Annual Governance Statement
- 10.4** Accounting Statement On the propositions of Cllr S Firth and seconded Cllr D Firth it was **RESOLVED** that the Chair and Clerk& RFO would sign Accounting Statement
- 10.5** Notice of Public Rights On the proposition of Cllr S Firth, seconded Cllr Jefferies, it was **RESOLVED** to approve the dates for the Electors Rights, the period commencing on 3rd June 2024 and ending on 12th July 2024.
- 10.6** Finance Report The Finance report and bank reconciliation were noted
- 10.7** Bank Signatories On the propositions of Cllr Jefferies and seconded Cllr S Firth it was **RESOLVED** to add Cllr Gibson as a signatory.
- 10.8** Payments On the propositions of Cllr Jefferies and seconded Cllr S Firth it was **RESOLVED** to approve the schedule of payments.
- 11. Policy** On the propositions of Cllr S Firth and seconded Cllr Jefferies it was **RESOLVED** adopt the Reserves Policy.
- 12. D Day** It was agreed that:  
Cllr D Firth and clerk to shop for the potato's toppings and Pimm's.  
Cllr Jewell had ordered the cider and would collect.  
Clerk to ask museum of photos.
- 13. Big Green Week photo competition** It was agreed that the Clerk and Cllr D Firth would purchase sweets as prizes when they shopped for the D Day event.
- 14. Grass Cutting** The Council noted the report from the grass cutting contractor and agreed that as it was the first cut it would look untidy and that they would review the situation after the second cut.

## Sourton Parish Council

15. **Field beside the Village Hall** On the propositions of Cllr Gibson and seconded Cllr S Firth it was **RESOLVED** to withdraw the application from Public Works Loan Board
16. **The Village Green** On the propositions of Cllr D Firth and seconded Cllr S Firth it was **RESOLVED** to no make an offer for the Village Green.
17. **Items Brought Forward** Communication, DCC highways
18. **Date of Next Meeting** 3rd June at 7pm

The meeting closed at 7.33 pm.