

SUTCOMBE PARISH COUNCIL

Minutes of Sutcombe Parish Council Meeting held in the Memorial Hall on 13 April 2026 which commenced at 19.45 pm.

Members of the Council present: Barry Galbraith-Marten (Vice Chair), Claire Furse, Emma Horn, Chris Rose and John Shepherd. Also present was Councillor Lynee Rowsell and Councillor Shirleyann Andrews.

1. Chair's announcement

Councillor B Galbraith-Marten welcomed all to the meeting and was to Chair the Meeting in the absence of Councillor C Quance (Chair).

2. Declarations of Interest:

a) Register of Interest: Councillors are reminded of the need to update their Register of Interests.

There were none declared.

b) To declare any personal interests in items on the agenda and their nature.

There were none declared.

c) To declare any disclosable pecuniary interests in items on the agenda and their nature.

Their were none declared.

3. Apologies and reasons for absence were received from: Cllr C Quance (ill) and Cllr Anna Dart (attending a Meeting at Parkham Parish Council).

4. Public Comment Session:

No members of the public present.

5. Reports from County and District Councillors:

Cllr S Andrews – advised that Barnstaple Crematorium provided a good service at a very reasonable cost in relation to other providers locally. Cllr Rowsell – there were no further developments with the Beacon Solar Farm proposals but would keep us informed. However, another solar farm application is expected but details not known at present. Road conditions and pot holes are a continuing problem and the poor condition of the road (by the church to Town Farm) has been noted. Grants may be available towards Parish projects, with contact suggested after 11 May.

6. All members of the Council had received a copy of the Minutes of the Parish Council Meeting held on the 2nd March 2026 by email. The contents were deemed true and correct, approved and duly signed by Cllr B Galbraith-Marten Vice Chair).

7. Matters Arising:

1. Solar Farm - No further information.

2. Sutcombe Playing field – New bench with plaque now on site. Base to be installed prior to securing the bench. School buildings have been sold. Access from the playing field side may be required for proposed alterations to their garden. Owners are aware that they will need Parish Council approval. Old goal posts and Netball post have been removed. Cllr C Furse to consider action for removal of Trim Trail. Alteration to shelter still awaited, but the intention is to complete necessary works prior to the annual inspection due in late autumn.

3. Bank mandate/arrangements – difficulties with bank persist, but gradually being resolved. Cllr E Horn now main contact. Most of previous Clerk's details now removed. Arrangements still to be made to amend bank signatories and e-signatories for payments.

4. Website (Parish-online) - Cllr C Furse has done very well in arranging the set up and transfer of information to the new website, for which all Councillors are extremely grateful. E-mails for Councillors are set up and functioning well. Cllr C Furse forwarding regular emails manually to ensure receipt by Councillors and not circulated as 'junk mail'. Cllr C Furse in process of uploading historic Agenda's and Minute's for easy access in future. Some aspect of the link for Minutes does not seem to be working on the new site – Cllr C Furse to investigate.

5. Parish Councillor vacancy– no new interest.

6. Clerk vacancy – Cllr C Quance and Cllr E Horn have contacted some local parish clerk's and await their response. Consideration will be given to advertising on DALC website. It was felt appropriate to recruit someone with experience and local to the area.

8. Planning Applications:

Cllr. B Galbraith-Marten to confirm with Cllr C Quance the notification to Torridge District Council of decisions taken by the Parish Council.

1. 1/0087/2026/FUL – Erection of 1no. Dwelling (self build) – Rectory Cottage, Sutcombe, Holsworthy, Devon EX22 7PU – Awaiting Decision; (*no objections from Sutcombe PC*)
2. 1/0165/2026/FUL – Erection of slurry Tower under the Slurry Infrastructure Grant – Land at grid reference 236033 110146 (Langadon Farm EX22 7QQ) -Awaiting Decision; (*no objections from Sutcombe PC*)
3. 1/0102/2026/FUL – Extension to existing dung storage building – Land at grid reference 235852 110078, Holsworthy, EX22 7QQ – Awaiting Decision; (*no objections from Sutcombe PC*)

Planning Decisions:

There were none

Planning Appeals:

There were none

9. Finance

1. Cllr. E Horn, despite the lack of access to all records currently held by the previous Clerk, presented the accounts to the year end, 31 March 2026 indicating a carried forward balance of £16, 667.

Consideration is yet to be given to the potential recovery of funds from HMRC and the previous Clerk. Clarification is also required of the funds following the sale of Sutcombe school. Cllr C Rose will provide the appropriate breakdown of other receipts.

2. AGAR – Cllr E Horn will obtain the appropriate form for completion, will finalise the Accounts and make them available to Dr Julia Foster for the Annual Audit. The requirements for AGAR are very specific and need to be properly and thoroughly adhered to. Submission of the Form is due by the end of June 2026.

3. Playing field – Cllr C Rose enquired about an ongoing plan for the future of the Playing field. Currently, Receipts are held separately for the maintenance and costs of the Playing field . Cllr E Horn has been asked to identify potential cost risks. It was decided to discuss all the issues relating to the Playing field at the next Parish Meeting on 11 May 2026.

Cllr C Furse proposed a vote of thanks to Cllr E Horn for all the challenges she has encountered in resolving the many financial/bank problems faced since the departure of the previous Clerk. Sentiments enthusiastically endorsed by all Councillers present.

4. Cheques for signature: 1. Cllr E Horn – Reimbursement for cost of bench £359.10.: 2. Parish Online for website £300.00

10. Correspondence by email:

1) DALC – Local Government Reorganisation – Bulletin – 2-3; 2) DALC – e-Bulletin 2026 – 14-16;) 3) R Teale CAB-Mch; 4) DALC membership Renewal- 2026-27 - £149.07 incl VAT

Correspondence received by post: There was none

11. Matters for discussion or to be noted, and matters brought to the attention of the Chair

1. Trustees for Alms Houses – Mr. A P Furse confirmed as Trustee for another four years.

2. Church Clock – Cllr J Shepherd to liaise with Mr J Daniels to resolve issues with the clock.

3. Parish Notice Board –Notice Board is beginning to be dominated by various Notices. In future, Parish Notices will take priority over other Notices.

Meeting dates agreed as follows : 11 May 2026 -Annual General Meeting; followed by Parish Meeting

13 July 2026

21 September 2026

16 November 2026

There being no further business the Meeting closed at 21.00

Signed.....Date.....