

Sutcombe Parish Council

Minutes of Sutcombe Parish Meeting held in the Memorial Hall on Monday 2nd March 2026 which commenced at 19.45.

Members of the Council Present: Councillors Chris Quance (Chair), Barry Galbraith-Marten (Vice Chair), Claire Furse, Emma Horn, Chris Rose, John Shepherd. Also present was Jane Elliott (Clerk).

1. Chair's announcements: Chris Quance (Chair) opened the Meeting. Councillors had been advised previously of the resignation of the Clerk. It was agreed to continue with the Meeting and address issues arising under 'Matters for Discussion'.

2. Declarations of Interest:

- (a) Register of Interest – Councillors are reminded of the need to update their register of interests.
- (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 on the Agenda and their nature. There were none declared.

3. Apologies and reasons for absence: None

4. Public comment session: No members of the public present.

5. Reports from District and County Councillors: No Councillors present.

6. All Councillors had received a copy of the Minutes of the Parish Council Meeting held on 12 January 2026 by email, the contents deemed true and correct. They were approved by a show of hands and duly signed by Councillor Chris Quance (Chair).

7. Matters arising:

- (a) Solar farm / Beacon Soler: The process is on hold due to a lack of a National Grid connection and hence the capacity for the development to proceed.
- (b) Playing Field update: Inspection details are held and issues are being addressed. The provision of a small door in the perimeter fence has been made to allow the recovery of footballs.
- (c) The Bank has confirmed completion of the mandate to update signatures and primary contact. Due to the resignation of the Clerk, a new mandate will be required. (This is dealt with later).
- (d) There is an ongoing vacancy for a Parish Councillor and now a Clerk.

8. Planning Applications:

- (a) 1/0022/2026/FUL – Mrs Maureen Archer – The Small Barn, Sutcombe, Holsworthy, EX22 7QE – No objections raised.
- (b) 1/0087/2026/FUL – Mr John Wedgwood, Rectory Cottage, Sutcombe, Holsworthy, EX22 7PU – No objections raised.

9. Finance

- (a) The Finance spreadsheet was circulated to Councillors and balances checked to bank statements
- (b) Work on new shelter not yet commence. Despite slight delay, quoted cost of £4720 + VAT to remain.
- (c) Cheques raised and signed at the Meeting:
 - Jane Elliott February and March Salary £350.22
 - Jane Elliott Clerk's Expenses £73.39

Jane Elliott salary to date / extra hours £161.64
Mike Heale Playing Field door £125.52
Sutcombe Village Hall Meeting hire £30.00

10. Correspondence

- (a) Internet connectivity: Lack of Government funding has halted further fibre connections. No further plans to progress for Sutcombe. Costs estimated at £4000 per household, though availability through private networks (e.g. Starlink) is a potential option (prices for Businesses £75 p. m.).
- (b) Grass cutting tender – only 1 tender received. R Stoneman - £750 for the season (for Playing Field and grass verge in front of St. Andrews Close. Considered reasonable. Agreed.
- (c) emails – Contract with Vision ICT not being renewed to the new website in May with a better service provided by Parish Online following research by Cllr Furse. The old website name will be retained but details transferred to the new website address. Cllr Furse will liaise with the new providers to ensure a smooth transfer. As a precaution, Cllr Furse has downloaded all Parish Council Minutes from the old website. New email addresses will be provided for Councillors to enable an update of contact information (to exclude personal telephone numbers).

11. Matters for discussion:

- (a) Development Near Hall ; Developer seeking to alter plans to enable plots to be sold in blocks of 3 or as a whole. Concerns have been expressed regarding completion of roadworks and availability of local housing needs (social housing). Cllr Anna Dart to be consulted at the next Meeting.
- (b) School buildings are still up for sale.
- (c) Clerk’s resignation : Cllr Quance thanked Jane Elliott (Clerk) for her past efforts, a sentiment expressed by all Councillors present. The Clerk left the Meeting.

The Chair and other Councillors then discussed recruitment of a replacement Clerk and the interim measures required to conduct the ongoing business of the Parish Council.

Cllr Horn /Cllr Rose will complete financial matters and liaise with the Bank to arrange a new bank mandate and HMRC PAYE
Cllr Furse will look after matters relating to emails received.
Cllr Quance will liaise with Milton Damerel (Chair) regarding access to the laptop(jointly owned) to download files / details relating to Sutcombe

The next Meeting will be on Monday 13 April 2026.

There being no further business, the Meeting closed at 21.20

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