

**Minutes of Sutcombe Parish Council Meeting held in the Memorial Hall on 11 May 2026 which commenced at 19.55**

Members of the Council present: Councillors Chris Quance (Chair), Barry Galbraith-Marten (Vice Chair), Claire Furse, Emma Horn.

**1. Chair's announcement**

Councillor Quance opened the meeting.

**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:** Councillor Chris Rose (away from the area); District Councillor Steve Harding (infection -A&E visit 10/5/2026)

**4. Public Comment Session:**

No members of the public present.

**5. Reports from County and District Councillors:** email report from Councillor Anna Dart – Local Government reorganisation and procedural changes in local planning and local planning committee procedures is impacting heavily on Torrington District Council staff workload. The launch, by the Government, of a new initiative (“fair funding review”) aimed at reforming how local authorities are funded will impact on rural authorities. The collection of all business rates by TDC will be distributed in favour of urban authorities resulting in less available for rural authorities. This could result in a significant drop in funding in 2028. Grants are available for local constituted groups.

**6.** All members of the Council had received a copy of the Minutes of the Parish Council Meeting held on the 13 April 2026 by email, the contents were deemed true and correct, they were approved by a show of hands and duly signed by Councillor Chris Quance (Chair).

**7. Matters Arising:**

1. Sutcombe Playing field – Councillor Quance drew attention to 2 fence posts that are leaning outwards and need attention.

Councillor Quance and Councillor Furse will inspect the posts to either correct or arrange for the original contractor to resolve the issue. Other sections of fencing need strengthening and will be addressed at the same time. Councillor Furse is to remove the old Trim Trail.

2. Shelter – Work has not yet commenced. It would be preferable for this work to be completed prior to the occupation of the School premises by the new owners. Councillor Horn is to contact the builders.

3. Bank mandate – Councillor Horn confirms that statements are now being received and will ensure removal of the previous Clerk's address from the records.

4. Parish Council vacancy – Councillors Quance and Horn continue to approach local residents.

5. Parish Clerk vacancy – No new interest at present.

6. Web site – Councillor Furse confirms that all is proceeding well and the website continues to be updated.

**8. Sutcombe Playing Field** – It was agreed to close the separate Bank account once appropriate play equipment had been acquired. Councillor Furse will bring to the next Meeting suitable options for replacement equipment for consideration. It was noted that the school wall needs attention but the ownership / responsibility is unclear. Councillor Horn to check accessible records to clarify or we will need clarification from Devon County Council.

**9. Sutcombe Financial Regulation – Standing Orders** – The reference to Models provided by DALC indicate that the Parish Council is adhering to its requirements. The Parish Council's own documents need to be updated and Councillor Galbraith-Marten has agreed to conduct a review for further discussion by Councillors at a subsequent Meeting.

**10. Community First Insurance -**

Renewal due on 1 June 2026 was discussed. The Asset Register was revised with a Total Value now of £25322 (excluding the goal posts). This will be changed in due course once additional equipment is acquired. All Risks cover, as quoted in the schedule is to remain. Councillors agreed to continue with a 3 year Agreement. The Annual premium of £325.94 was agreed and Councillor Horn was authorised to make payment online.

**11. Planning Applications:**

1/0282/2026/FUL – Proposal – Conversion of Primary School to 1 no. Dwelling; Location – Sutcombe Primary School, Sutcombe, Holsworthy, Devon. *(No objections by Sutcombe Parish Council).*

**Planning Decisions:**

1/0102/2026/FUL – Extension to existing dung storage building, land at grid reference 235852 110078 – Approved.

**Planning Appeals:** There were none

