

BICKLEIGH PARISH COUNCIL

The Council Offices, The Woolwell Centre, Darklake Lane, Woolwell, PL6 7TR

07508 324699

parishclerk@bickleigh.gov.uk

Helen Broughton

Helen Broughton, Bickleigh Parish Locum Clerk

20th April 2023

**A meeting of Bickleigh Parish Council will be held on Thursday 27th April 2023
at 7.30pm at the Woolwell Centre, Woolwell PL6 7TR**

Open Forum

There will be an open forum of 15 minutes at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish.

- 2023 60 To receive **apologies for absence**
- 2023 61 Members to declare any **pecuniary and other interests** pertaining to items on the agenda.
- 2023 62 To note any **dispensations** received
- 2023 63 To agree that the **minutes** of the Parish Council Meeting held on 23rd March 2023 be signed by the Chair as a true record
- 2023 64 To note the Woolwell Centre Working Group minutes of a meeting held on 12th April 2023
- 2023 65 **County and District Councillors reports**
 - a) To receive reports from County and District Councillors
 - b) To receive a report from the police
 - c) To consider a proposal to amend the format of County and District Councillors reports (LTW)
- 2023 66 **Clerks Report** *(for information only)*
 - i. To note action list
 - ii. To note expenditure of £216 and £468 on drainage clearance at the Woolwell Centre. *(Note this had to be paid in advance so the Clerk paid and was refunded).*
- 2023 67 **Finance**
 - a) To note the bank reconciliations as at 31st March 2023 *(Appendix A)*
 - b) To note Income and Expenditure as at 31st March 2023 *(Appendix B)*
 - c) To note the summary of receipts and payments for the 2022/23 Council year
 - d) To note the detailed and summary unaudited annual return for the 2022/23 council year.
 - e) To note that the Q4 VAT S 126 reclaim has been submitted
 - f) To consider and adopt - Statement of Internal Control
 - g) To consider and approve - Risk Management Schedule

- h) To note and approve a grant request from the Woolwell Centre for £20,000, payable in 2 instalments.
- i) To consider a grant request by Bickleigh Village Fund for £1,500 for a defibrillator
- j) To approve the following payments (*invoices sent electronically to Councillors*)

Pre-paid

SUPPLIER	DETAILS	TOTAL	VAT	NET	NOTES
Cutec	April 365 exchange plan	62.40	10.40	52.00	
Future Cooling	HVAC servicing contract	129.00	21.50	107.50	
Drain Doctor	Drainage clearance Woolwell CP	216.00	36.00	180.00	Clerk paid and was refunded. Delegated.
Lanes Drains	Drainage clearance Woolwell CP	468.00	78.00	390.00	Clerk paid and was
Cutec	Spam email work	27.00	4.50	22.50	

For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET	NOTES
Chubb	Emergency lighting service	255.78	42.63	213.15	Budget £450
Chubb	Fire Alarm service	379.36	63.23	316.13	Budget £450
South Hams	22-23 dog bin emptying	187.20	31.20	156.00	Green space maint?
Collard	VAT element of insurance works	2115.5		2115.5	Being checked
Searles	Roborough Green posts	3600.0	600.0	3000.0	Budget £7,000 GSM
DALC	NALC and DALC subs 23 24	812.18	92.19	719.99	
Kovia	Asbestos survey	114.00	19.00	95.00	Delegated authority
DM Payroll	Payroll service 23 34	120.00	0.00	120.00	
Roborough VH	Room hire March	45.00	0.00	45.00	
H Broughton	Salary April	637.94	0.00	637.94	
HMRC	Tax and NI	975.26	0.00	975.26	Months 10, 11 and 12
Woolwell Ctr	May room hire	60.00		60.00	

- i. To agree further expenditure of up to £2,000 on professional fees with Expedite to make costs viable for the Centre improvements.
- ii. To agree to include the additional green space at the bottom of the Woolwell Centre car park within the new lease
- iii. To receive an update from the Centre Manager on a request for S106 money to improve an area of the building and consider the Parish Council paying for professional drawings required as part of the application.
- iv. To note the asbestos report
- v. To approve a special motion received by the Proper Officer from Cllr B Hill and Cllr J Taylor to reverse a decision from the March meeting (minute number 2023/48). The revised motion is that the repairs for the Woolwell Centre doors be borne by the Parish Council and not the Woolwell Centre.

2023 69 **Planning**

To consider responses to the following planning applications:

0650/23/HHO - 9 Ashtree Close Woolwell PL67RW. Householder application for erection of conservatory.

4514/22/HHO - 36 Church Park Road, Woolwell PL67SA. Householder application for porch on front of house, consisting one ground floor toilet and entrance lobby.

1109/23/TPO - Land at SX 450 611, Warleigh Wood, Tamerton Foliot. T1 & T2: Oak - section fell to g/l to remove risk of falling onto power lines, T3: Oak - crown height reduction to 16m to remove risk of falling onto Network Rail apparatus, basal decay.

0974/23/HHO - 7 Leat Walk, Roborough PL6 7AT. Householder application for proposed two storey extension.

0996/23/HHO - 12 Bowers Park Drive, Woolwell PL67SH. Householder application for single storey rear extension, garage conversion & associated internal & external works

To note recent planning decisions:

0090/23/FUL - Land At Sx 512 631 New Road To Roborough Down Roborough Down Plymouth. Use of land for dog walking and exercise, provision of hard standing, fencing and shelter (resubmission 2503/22/FUL). *Conditional approval.*

0705/23/CLP - Plessey Semi Conductors Ltd Tamerton Road Roborough PL6 7BQ. Certificate of lawfulness for proposed new enclosure for additional plant on roof level including additional air source heat pumps, associated walkways and access steps to suit new arrangement. *Cert of Lawfulness (Proposed) Certified.*

2023 70 **40 years of Woolwell**

To consider a small celebration, information board or other means of marking 40 years of Woolwell

2023 71 **Telephone Box**

To agree a budget and action on painting the telephone box (*confidential quotations circulated*)

2023 72 **Tree planting on Roborough Green**

To agree a budget and further action on tree planting on Roborough Green (*revised confidential quotation circulated*)

2023 73 **Neighbourhood Plan Standing Item:** Update on the Plan review

2023 74 **Roborough Recreation Hall:** To receive an update

2023 75 To agree the **date of the next meeting** as 25th May 2023 at the Woolwell Centre.