

# BICKLEIGH PARISH COUNCIL

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## Minutes of a meeting of Bickleigh Parish Council held on Thursday 26<sup>th</sup> January 2023 at 7.30pm in the Woolwell Centre

**Present:** Councillors Carole Spencer (Chair), Paul Blight, Brian Hill, N Hopwood, Lindy Scott, Lynn Tamsett-White, Jackie Taylor

**In Attendance:** District Councillor Barrie Spencer, Mrs H Pack (Clerk) and 5 members of the public.

### Public Session

A resident gave details of a planning application for a secure dog walking field off Little Down. He had resubmitted the application after the original was withdrawn as the planning officers had requested a sustainable travel plan. He has addressed this and was now seeking support from the Parish Council for the application. No concerns were raised by the Council and the Chair advised that this would be discussed once the application had been received.

2023 01 **Apologies for absence** were received from Councillor Larry Taylor due to illness and were accepted by the Council.

2023 02 **Pecuniary and other interests**  
Councillor Lynn Tamsett-White declared a pecuniary interest as an employee of the Woolwell Centre.

2023 03 **Dispensations**  
Councillor Lynn Tamsett-White had received a dispensation to speak and vote on items relating to the Woolwell Centre.

*The Council agreed to invite representatives from Roborough Village Hall to speak in support of their grant application and answer questions at this point in the meeting.*

The history and background to the Hall was given and the need for updating of the kitchen. Councillors were invited to visit the site. Three quotations had been obtained and the Parish Council had been sent a quotation from the Trustees preferred supplier. Councillor Hopwood asked for clarification on some issues and concerns were raised regarding a contingency of £6,000 for the project. The Chair thanked representatives for attending and said that the application would be considered in view of the council's budget and the Clerk would inform them of the decision made.

2023 04 **Minutes**  
It was agreed that the Chair sign the minutes of the Parish Council Meeting held on 24<sup>th</sup> November 2022 as a true record.

2023 05 **Committee and Working Group minutes**

The following were noted:

- a) Draft minutes of the Finance Committee meeting held on 18<sup>th</sup> January 2023
- b) Notes of the Woolwell Centre Working Group held on 4<sup>th</sup> January 2023

2023 06 **Reports from County and District Councillors**

District Cllr Hopwood reported on the following:

- District Council precept was increasing by £5 per year at band D.
- District Council elections were taking place on 4th May and residents should be aware that they would require ID when going to the polling station.
- There had been positive feedback from residents on the use of S106 money to potentially install a Pump Track outside the Woolwell Centre. A design company had advised that the area was suitable. The support of the Parish Council was requested and this would be an agenda item at the February meeting.

District Cllr B Spencer reported on the following and would be circulating more information in a written report.

- He intended to stand for election to the South Hams District Council for the Bickleigh & Cornwood Ward.
- The pre-election period, where there are specific restrictions on communications and activity in place, starts on 27 March 2023.
- There is a small amount of the District Councillors Sustainable Community Locality funding and Climate Change funding available until the end of March.
- Phase 1 of the Woolwell to the George (WTTG) roadworks will commence on Monday, 13 February. This will entail site clearance work including removal of trees and vegetation. This is expected to take up to 5 weeks.
- Discussions continue regarding the development of 2,000 houses on the edge of the existing Woolwell settlement but in the Bickleigh & Cornwood Ward. A viability report was received before Christmas and is now being independently assessed. Once this has happened there will be some further consultation.
- The Bickleigh Christmas Tree was a fantastic example of cooperation and a permanent power supply is being investigated.

2023 07 **Clerks Report**

- a) The Action List was noted. Cllr J Taylor would send information through to the Clerk to enable her to progress painting of the phone box.
- b) The following expenditure approved under delegated action was noted:
  - £318 - removal of a Thorn tree at the rear of 3 Leat Walk
  - £350 - repair of the Woolwell Centre roof

2023 08 **Finance**

- a) A grant request from Roborough Recreation Hall for a new kitchen was considered. After some discussion it was agreed that the Parish Council offer to purchase the kitchen and oven, as per the quotation provided, at a cost of £4,200. An addendum would be added to state that the Village Hall Trustees were responsible for maintenance and upkeep of the kitchen.

- b) It was agreed not to give a grant to the South Hams Community and Voluntary Service to support its services in 2023 as there was insufficient information provided.
- c) It was agreed to give a grant of £300 to the Citizens Advice Bureau (6 in favour, 1 against). It would be requested that they advertise their service more locally
- d) The bank reconciliation as at 31 12 2022 was noted (*Appendix A*)
- e) Income and Expenditure as at 31<sup>st</sup> December 2022 was noted (*Appendix B*)
- f) The 2023/24 Council budget as recommended by the Finance Committee was approved (*Appendix C*)
- g) It was agreed that the parish council request a 2023/24 precept of £104,303 as recommended by the Finance Committee. This represented an increase of 4.89% which will give a balanced budget.
- h) It was agreed to appoint DM Payroll as payroll service at a cost of £120 per annum
- i) It was agreed to approve amended Financial Regulations as recommended by the Finance Committee.
- j) It was agreed to approve the following payments (*invoices sent electronically to Councillors*).

### Pre-paid

SUPPLIER	DETAILS	TOTAL	VAT	NET	NOTES
Smart Pensions Ltd	Monthly charge	18	0	18	DD
Future Coolings	Monthly charge	129	21.50	107.50	SO
Cutec	Exchange online	62.40	10.40	52.00	DD
Chubb	Intruder Alarm annual	898.01	149.67	748.34	BACS

### For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET
HMRC	Month 6 overdue tax and NI	150	0	150
Collard	Policy Excess	100		100
H Broughton	Staff costs (approval subject to item 22/13)	950.89		950.89
DM Payroll	Payroll services Jan to March	30		30
Woolwell Centre	Room hire January	60		60

Woolwell Centre	Room hire February	60		60
Arborcure	Removal of tree rear Leat Walk	318	53	265
Richard Eggins	Hedge cutting	360	60	300

#### 2023 09 **Road Safety**

It was agreed that

- i. The Parish Council pay up to £2,500 for a radar speed sign for Woolwell Village from the street furniture budget. (£1,800 for the sign, £475 for solar power and up to £225 for other costs).
- ii. Grants of £2,000 be applied for from the County Councillor to cover the majority of the costs.
- iii. Suppliers of the camera be asked for their advice on how to resolve issues of data collection for the current camera in Bickleigh.

#### 2023 10 **Grass Cutting contract**

The grass cutting contract was due for renewal. A draft tender document had been circulated with a reduced the number of cuts from 10 to 6 from 6 April to October and specifying that the Clerk should be informed within 3 days of a cut taking place. It would also be requested that contractors state what efforts they are making towards net carbon zero. No additional areas were required to be cut.

The tender document was approved.

#### 2023 11 **Woolwell Centre**

- a) The fire damage remedial works were currently taking place.
- b) Expenditure of £130 on annual legionella testing and £100 on cleaning of outlets was agreed. It was agreed to appoint Kovia as contractors for these services. The Clerk was asked to check the frequency of the cleaning.
- c) It was agreed that the Woolwell Centre Trustees could arrange for painting of the exterior of the Woolwell Centre.
- d) It was agreed that the Woolwell Centre could utilise the parish council office space on a temporary basis.
- e) There had been no quotation received regarding repairs to the front door of the Centre to prevent water entering and this would be included on the next agenda.

#### 2023 12 **Planning**

To consider responses to the following planning applications:

4072/22/FUL - Land at SX 499 626. Installation & operation of solar farm & associated works, equipment & necessary infrastructure for a temporary period of 40 years. *Objection as in breach of neighbourhood plan Bick 15 and Bick 07. The Parish Council was disappointed that none of the cheaper energy would benefit the parish.*

2715/22/HHO - 27 Long Park Drive PL6 7QE. Householder application for a balcony extension. *No comment.*

3654/22/FUL - Plessey Semi Conductors Ltd Tamerton Road Roborough PL6 7BQ. Replacing an existing guardhouse at the front of the commercial property with a new unit (*retrospective*) *No comment.*

3558/22/HHO - Wentsworth House 2 Haxter Wood Chase Roborough PL6 7FQ. Householder application for proposed first floor extension over existing garage & single storey rear extension. *No comment.*

4375/22/HHO - 24 Meadowlands Woolwell PL6 7RR. Householder application for side extension. *No comment.*

The following planning decisions were noted:

3828/22/HHO - Greystones Kirkland Close Woolwell PL6 7QD. Householder application for the removal of uPVC conservatory& replacement with single storey extension. *Conditional Approval.*

4417/22/TPO - 20 Ferndale Close Woolwell PL6 7HJ. T1: Oak - Crown Lift to 5m all round, to provide clearance of garden/property & carpark on the other side of hedge line & sever ivy and T2:Oak - Crown Lift to 5m all round, to provide clearance of garden/property & carpark on the other side of hedge line & sever ivy. *Lesser tree works allowed.*

#### 2023 13 **Staff and Administration**

- a) It was agreed to appoint Helen Broughton as Proper Officer, Clerk and Responsible Financial Officer for 10 hours a week at £28 per hour
- b) It was agreed that the Council join the NEST pension scheme
- c) It was agreed to hold meetings in March, June and October at Roborough Recreation Hall

2023 14 **Neighbourhood Plan Standing Item:** There was no update

2023 15 **Roborough Recreation Hall:** Cllr C Spencer would circulate minutes of the meeting. The cricket club had now left.

2023 16 The **date of the next meeting** was noted as 23rd February 2023 at the Woolwell Centre

2023 17 *Members resolved to **exclude the press and public** from the meeting during the consideration of commercial information which is confidential under Section 100(A)(2) of the Local Government Act 1972*

#### 2023 18 **Woolwell Centre contracts**

- a) Quotations from contractors to install emergency lighting in the Woolwell Centre café had been circulated and were considered. Expenditure of £1,850 from the Woolwell Centre maintenance budget was agreed and Electrical and Security Limited appointed as contractors.
- b) It was agreed to make recommendations on fire and intruder alarms and emergency lighting at the Woolwell Centre Working Group meeting.

**The meeting closed at 21.59pm**