

# BICKLEIGH PARISH COUNCIL

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

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## Minutes of a meeting of Bickleigh Parish Council held on Thursday 13<sup>th</sup> July 2023 at 7.30pm at the Woolwell Centre, Darklake Lane, Woolwell

**Present:** Cllr Brian Hill (Chair), Cllr Paul Blight, Cllr Wendy Haymes, Cllr Geoff Pithouse, Cllr Lindy Scott, Cllr Lynn Tamsett-White.

**In attendance:** 2 members of the public and Mrs H Broughton (Clerk)

### **Open Forum**

*Resident 1 – The Britain in Bloom had recently taken place and results are out on the 3<sup>rd</sup> October. She was currently fundraising to pay for the Jubilee Garden path and asked the Council to consider a grant towards the cost. The resident will circulate a quote for the works when available.*

*Resident 2 – Expressed concerns over the disproportionate amount of S106 money being allocated to a project at the Woolwell Centre as she did not feel the project would have much community value. It was requested that a consultation be held to enable the Woolwell residents to be involved. The Centre Manager responded that once a full proposal was finalised it would be published and consulted on as per the District Council process. She added that unfortunately details had been shared prematurely on Facebook but that this was outside the control of the Woolwell Centre and the Parish Council. It was requested that Woolwell Centre Working Group minutes be placed on the Parish Council website for full transparency and this was agreed. The resident stated that she was pleased to hear that residents would still be consulted. The Parish Council members thanked the resident for attending the meeting and raising the concern.*

2023 107 **Apologies for absence were received from** Cllr N Hopwood, Cllr L Taylor and Cllr J Taylor.

### 2023 108 **Declarations of interest**

Cllr Lynn Tamsett-White and Cllr Wendy Haymes declared an interest in the Woolwell Centre, the nature of their interest being that they were employees of the Woolwell Centre.

### 2023 109 **Dispensations**

- a) It was unanimously agreed that a dispensation request from Cllr Wendy Haymes to speak on agenda items relating to the Woolwell Centre for the remainder of the council year be approved.
- b) A dispensation granted for Cllr L Tamsett-White to speak on items relating to the Woolwell Centre was noted.

2023 110 It was agreed that the **minutes** of the Parish Council Meeting held on 22<sup>nd</sup> June 2023 be signed by the Chair as a true record.

2023 111 **County and District Councillors reports:** there were none

2023 112 **Clerks Report**

The action list was noted.

2023 113 **Finance and Admin**

- a) Bank reconciliations as at 30<sup>th</sup> June 2023 were noted.
- b) Receipts and Payments as at 30<sup>th</sup> June 2023 were noted.
- c) It was agreed to approve the purchase of a laptop for Parish Council business from the communications budget, at a cost of around £300-£350.
- d) It was agreed to appoint Auditing Solutions as the internal auditor for 2023/24.
- e) It was agreed to delegate authority to the Clerk to arrange for payment of invoices during August and September.
- f) It was agreed to delegate authority to the Clerk to authorise urgent expenditure, within budget during August and September, in consultation with the Chair.
- g) It was agreed to approve the following payments (*invoices sent electronically to Councillors*)

**Pre-paid**

SUPPLIER	DETAILS	TOTAL	VAT	NET
Cutec	July 365 exchange plan	62.40	10.40	52.00
Future Cooling	HVAC servicing contract	129.00	21.50	107.50
Ben jones	Painting of telephone box	1092	0	1092

**For approval**

SUPPLIER	DETAILS	TOTAL	VAT	NET
H Broughton	Salary July	637.94	0	637.94
Collard	Door repair	498.00	83.00	415.00
GA Solicitors	Woolwell lease	3000.0	500	2500.0
Searle's Fencing	Posts Roborough Rec	600.00	100.0	500.00
Western Web	Website annual fee	96.00	16.00	80.00
ICO	Data Protection Fee	40.00	0	40.00

2023 114 **Woolwell Centre**

a) **Woolwell Boiler**

There was some discussion as to the poor public perception that would result from relatives of councillors being given contracts by the Parish Council and therefore a 4<sup>th</sup> quote was invited and received from a company not known to be related to councillors. After further discussion, the Clerk was asked to request further details of the proposed boiler specification, warranty and also a labour only quote. PB was also asked to investigate further the possibility of purchasing a boiler direct and obtain labour only quotes from suitably qualified plumbers/heating engineers.

A budget of £2,200 was agreed. The Clerk was delegated authority to purchase a boiler elsewhere, in consultation with councillors if the information provided above was more advantageous financially to the Council.

b) **Woolwell Centre update**

The Centre Manager reported on the following:

- Planned to remove the internal door from the ladies toilets as the double doors were proving difficult for some elderly and young to use.
- A Summer Fiesta was taking place on Saturday 15<sup>th</sup> July and all were welcome.
- The annual trustee meeting was held in July and a new trustee would be joining. Section S106 had been discussed and Cllr Tamsett-White read out an extract from the minutes that expressed disappointment with the post of Facebook regarding the project and requested that people liaise with the Woolwell Centre in future if any publicity regarding the Centre was being disseminated.
- There was only £500 in the budget for the legal review of the lease and it was therefore requested that a draft copy be passed to the Centre Manager and Trustees before it went to their solicitors.
- Drop-in sessions at the Woolwell Centre were suggested for the community to speak to parish councillors, this would be discussed and considered by the PC.

2023 115

**Planning**

- a) It was agreed to delegate authority to the Clerk to submit planning comments, in consultation with councillors, during August and September.
- b) It was agreed that the Clerk contact the Devon Woodland Trust to explore the organisation becoming involved in future developments to make them environmentally friendly.
- c) Responses to the following planning application was agreed:

1865/23/HHO - 5 Pinewood Drive, Woolwell, PL67SP. Householder application for 2 storey extension. No comment.

- d) The following recent planning decisions were noted:

0803/23/TPO - 11 Jump Close Roborough PL6 7AU. T1: Crown height reduction by 3 metres, T2: Crown height reduction by 3 metres, T3: Crown height reduction by 3 metres, T4: Crown height reduction by 3 metres to reduce overall weight on bank & close proximity to house & road, B1: Removal of dead trees & shrubs (deadwood exempt), The treeline would be sympathetic to the environment, the crown reductions to differ in height and ensure the reduction is within keeping of the trees natural lines. **REFUSAL**

2023 116 **Neighbourhood Plan Standing Item:** No update.

2023 117 **Roborough Village Hall:** It was agreed to appoint Geoff Pithouse as Parish Council Representative to the Roborough Village Hall.

2023 118 **Correspondence received**

Correspondence regarding overhanging branches at Blackeven Close was noted and it was agreed that Cllr Haymes would look at the tree in question and report back to the PC.

2023 119 The **date of the next meeting** was agreed as 28<sup>th</sup> September 2023 at the Woolwell Centre.

*The meeting closed at 9.30pm*

*Cllr Lynn Tamsett-White and Cllr Wendy Haymes gave their apologies in advance.*