

**Minutes of a Meeting of Bickleigh Parish Council held on Thursday 24<sup>th</sup> April 2014 at 7.30 pm at the Woolwell Centre**

**PRESENT:-** Councillor B Spencer (Chairman)  
Councillors Mrs C Bruce-Spencer, Mrs L Crowe, C Ellis, R Goddard,  
P W Hitchins, R Ivey

**ALSO PRESENT:-** Mrs M Small (Clerk)

**APOLOGY:** County Councillor J Hart  
PC Tamsyn Dingley

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**OPEN FORUM**

Mrs Oliver thanked the Council for including the telephone number of the Churches in the Signpost magazine.

Mr Shawcross reported that the Scout group now has a membership of 73 young people in and around Woolwell and there is a long waiting list. It is the 4<sup>th</sup> largest group in Plymouth. They are very active and from the 3<sup>rd</sup> to 5<sup>th</sup> May, 20+ Scouts and Cubs are undertaking a fund raising cycle ride from North Devon to The Hoe. Mr Shawcross also reported that he is stepping down as Chairman of the Scouts but will continue to be involved with them. Councillor Spencer thanked Mr Shawcross for the work he had put into the Scouts over the years, leaving them as a strong group.

A question was asked concerning when the grass is to be cut and Councillor Ivey explained the position with grass cutting this summer. Glendale will be undertaking their first cut next week. The District Council has strimmed against the wall in Pick Pie Drive but they have strimmed the "Mother's Smock", which is protected.

Reference was made to trees in the wood copse on The Green. It was noted that this will be subject to the survey currently being undertaken.

County Highways to be informed of 2 missing drain covers between the roundabout and the bus shelter and in School Lane.

Mr Leishing reported that all issues have been resolved regarding their site off the roundabout and the development of the site will be going out to tender at the end of next week.

**POLICE REPORT**

A written report was received from PC Dingley on CRIMES in the last month:-

1. 01/03/14 Criminal Damage – window smashed – Rockwood Road – see below.
2. 05/03/14 Assaults x 3 – Towerfield Drive – victims are alleged suspects for Burglary series in Woolwell so possibly a revenge attack – enquiries ongoing. Linked to above Criminal Damage.
3. 06/03/14 Domestic – Woodend Road – verbal argument over child contact.
4. 21/2-7/3/14 Harassment - Leatside – complaint dropped due to unco-operative victim.

5. 04/3/14 Rape of female aged Over 16 – Pinewood Drive – incident is between partners and enquiries ongoing.
6. 10/03/14 Darklake Lane – Assault – between kids all under the age of 10 yrs – words of advice passed.
7. 11/03/14 Jump Close, Roborough – Assault – no complaint from victim.
8. 11/03/14 Pinewood Drive – Domestic – verbal argument only.
9. 15/03/14 Maple Way – Criminal Damage to property – Domestic – door kicked – male given a caution.
10. 18/03/14 Coppers Park – Domestic – verbal argument.
11. Between 14/3-17/3 Tramway Road – Burglary – vacant property – no suspects.
12. 22/03/14 Church Park Road – Domestic – unwanted Texts – words of advice issued.
13. Between 10/3-24/3 Churchlands Road – Criminal Damage to Motor vehicle – nails put in tyres – no suspects.
14. 27/03/14 Maple Way – Theft - Alloys stolen from vehicle – no suspects.
15. 28/03/14 Bickleigh – Drink Driver involved in a RTC – charged.
16. Between 22/3-29/3 Ferndale Close – Domestic over child contact.
17. 28/03/14 Upper Grenaven Woods – Lambs found dead – unable to determine whose dogs are responsible.

For each crime the Police will submit a press release via Facebook and the papers, if necessary, and if there are stills they will be publish unless the victim states otherwise.

#### INFORMATION:

1. **COMMUNITY SPEED WATCH** – Report received from a resident in Bickleigh over concerns re speeding. Be reassured the Team are out almost weekly, most certainly fortnightly, gathering data for us. Most recently a second local resident has been caught speeding and they will be getting a home visit from the police. New volunteers please contact PC DINGLEY.
2. **POLICE SURGERIES** – The next Police surgery at The Woolwell Centre is on Wednesday 30<sup>th</sup> April 1000-1200.
3. **HOME VISITS** – If you would benefit from a home visit from PC Dingley or PCSO Brokensha then please take one of the name cards from the Woolwell Centre and get in touch. We are currently looking into setting up a temp base nearby that would allow us to be on patch more regularly – more details to follow if this goes ahead.
4. **PARKING CONCERNS IN ROBOROUGH** – concerns noted and we will carry out some enquiries soon – previous reports suggest this may be staff at a new business at the corner and if it is they will be advised accordingly.
5. **BURGLARIES IN WOOLWELL** – Latest update is the suspects are still on Police Bail as the CPS requested further enquiries in relation to Forensics. The Landlord is also in the process of getting the Tenants removed but this can take up to 5 weeks. Updates will continue as and when.

The public should not be alarmed over the number of crimes in March as 4 are linked to each other, there are several Domestic which are all between partners and the Rape is NOT a stranger Rape.

#### **DISTRICT COUNCIL REPORT**

Councillor Mrs Bruce-Spencer reported that Civica UK Ltd have been successful in becoming the technology partner for the transformation programme and will provide all of

the core software required for T18. Most services at Follaton House will be moved to either assist in the proposed letting of 4,000 sq ft on the first floor to a public sector partner or in preparation of the phased handover of the 2<sup>nd</sup> floor offices for the T18 refurbishment works, commencing early September.

A visit was made by Members and Officers to Lincolnshire in March with the view to learn from the experiences of two organisations who had undertaken innovative measures to look at increasing income and decreasing costs. One of the most significant learning points of the day was the need to have a strong 'can do' culture with respect to income generation, coupled with strong governance and performance management.

A fund offering loans for local groups to help provide affordable housing is being launched by the District Council. The 'Community Housing Fund' is aimed at bridging the financial gap for local housing groups trying to get an affordable scheme off the ground. Loans of between £10,000 and £25,000 are available to help pay for certain pre-development costs such as architect and surveyors fees or planning application costs.

A Brixham dog owner has become the first resident to pay the penalty of contravening the District Council's Dog Control Orders brought in across the district in October 2013. The resident paid an £80 Fixed Penalty Notice following an offence of dog fouling.

A former Royal Navy Commander, Adam Parnell, has been appointed as Salcombe's new Harbourmaster from 6<sup>th</sup> May to succeed Commander Ian Gibson who is retiring.

The District Council is staging the 'Landlord's Forum' on Tuesday May 13<sup>th</sup> at Follaton House, Totnes providing private landlords with useful advice and information.

Two Dartmouth Lower Ferry skippers and their crews have been commended on their skill and bravery and presented with merit awards for their part in ferrying fire engines to fight two mid-river boat fires which were potentially devastating. An award was also presented to Skipper Nick Bell of Dartmouth and Skipper Mark Abraham of Stoke Fleming who acted as float-men only six days later when a 25 ft Bayliner burst into flames and burnt through her nylon mooring ropes and threatened to set other moored craft alight close to the Kingswear river bank.

Councillor Hitchins reported that the District Council has approved the over-arching strategy for South Hams has been approved. There are on-going discussions regarding the transfer of the St Maurice Mayoral chain, which passed to South Hams on the demise of the former Plympton St Mary RDC. One proposal is that it is loaned to Plymouth City Council but other options are being considered.

The Dartmoor National Park Authority has been given £150,000 for improvements to cycleways and bridlepaths.

Councillor Spencer enquired the current position with Local Plans. Councillor Hitchins stated that update on the National Park Plan is slow and update of the South Hams Plan will be discussed shortly.

## **COUNTY COUNCIL REPORT**

There was no report

### **8541 DECLARATIONS OF INTEREST**

Councillors Spencer and Mrs Bruce-Spencer:- personal interest in Minute No.8532(a) as Trustees of the Woolwell Centre.

### **8542 MINUTES**

The Minutes of the meeting held on the 27<sup>th</sup> March 2014 were confirmed and signed as a correct record.

### **8543 MATTERS ARISING**

Police Report                      The parking problems in Roborough village continue. It was **AGREED** that a letter is sent to the Methodist Church asking them to ask their users to park sensibly.

Minute No. 8307(b)                The Clerk had contacted County Councillor Hart regarding the sale of the gritter and he has asked the Parish Council to keep the gritter for the moment whilst he checks with the funding provider.

Minute No. 8393(b)                The larger rubbish under the flyover on the A386 has been removed but the area needs a litter pick. It was **AGREED** to advise Plymouth City Council of this.

Minute No. 8514                    It was **AGREED** that Councillor Spencer will follow up arrangements for a meeting with Plymouth City Council regarding traffic lanes at the Woolwell roundabout.

Minute No. 8517                    Councillor Ivey updated the Council on the grass cutting. Plymouth City Council had agreed to cut the grass on alternate months. It was **AGREED** to accept the additional cost of £35 plus VAT to cut the verge in Bickleigh.

Minute No. 8523(e)                Councillor Mrs Crowe had supplied the Clerk with details of the seeds from Suttons. The District Council would not grant permission for the seeds to be sown on the old helicopter pad. The Clerk had obtained the seeds from Naturescape and it was **AGREED** to reimburse the cost of £78.50 incl VAT. The poppy seeds will be sown on Saturday and anyone able to help should meet at 10 am.

### **8544 PLANNING**

(It was noted that Councillors Hitchins and Mrs Bruce-Spencer took no part in the discussion or voting on planning as they will be considering the applications as District Councillor)

(a) **Planning Application for consideration:-**

04/0755/14/F Conversion of garage into kitchen and raising of roof line, **5 Warren Park, Woolwell, PL6 7QR**. It was **AGREED** to RECOMMEND APPROVAL subject to no neighbour objection.

49/0853/14/F Proposed Wind turbine at SX 5332 5789, **Boringdon Park, Plympton**. It was **AGREED** to wait for further information before making comment.

(b) **Decisions taken by District Council:**

Approved

04/0101/14/F Rear conservatory, 4 Kestrel Way, Woolwell

04/0086/13/F Gypsy site, Belliver Industrial Estate

04/0371/14/F 2 storey side extension, Dovecote Cottage, Maristow

04/0372/14/LB Dovecote Cottage, Maristow

04/0284/14/F Demolition and replacement of bathroom to include removal of chimney, North Lodge, Roborough

04/0285/14/LB North Lodge, Roborough

**8545 REPORTS**

(a) **The Woolwell Centre**

Councillor Mrs Bruce-Spencer reported that ‘Inflatadays’ were run over the Easter holiday and again proved to be very successful. Plymouth Keep Fit Association held their AGM – very positive experience and letter of thanks received. In addition to the regular bookings April events have included a ‘Western Jive’ evening and a Ladies Cabaret night. A Wine Tasting session has been booked for a local group in May. Several new bookings have been received including the British Red Cross Forum, a variety of training courses, a ‘Trampets’ session twice a week from May and a 60<sup>th</sup> Birthday party. Bookings in general are healthy with more coming in all the time. Daytime bookings have increased by nearly 30%.

Trustees have agreed to commit to specific additional tasks in respect of achieving additional income for the Trust. The areas of activity are as follows:

- Local Business Community Sponsorship – James Peterson
- Local Community Fundraising – Ali Bishop
- Grants – Charlie Huitson / Barrie Spencer

Retail card machines are now installed so that credit transactions can take place making payment more convenient for the customer. There has been a challenge with receiving a sufficient signal strength which is being resolved.

The Centre has been granted maximum discretionary rate relief for the year to 30<sup>th</sup> March 2015 which is a saving of £10,483.50

Cashflow remains tight due to a reduction in weekend functions. Staff and Trustees are working together to explore various options to turn this around including reducing the room rate if there is a bar open. If anyone has any

suggestions as to how to encourage more weekend usage please inform the Trustees or Centre Manager.

The Government has given all employers a National Insurance tax cut which will save £2,000 in the current tax year.

Work has been completed on the internal emergency lighting and the Centre now complies with the required fire regulations. Unfortunately as a result of this work the Centre experienced blocks of lost lights throughout the building. The contractor has been back to rectify this problem at no cost.

(b) Roborough Recreation Hall

Councillor Hitchins reported that after its formation, the new Board of Trustees agreed a programme of priorities to:

1. Rectify the financial position
2. Examine the buildings in its care and create a safe environment
3. Set up clear accountable administration systems
4. Promote Hall and Playing Field use for all ages
5. Operate within the terms of the Trust document
6. Recruit new Trustees to represent community interests and activities

There are now 15 Trustees, including a representative from 42 Commando RM and representatives from both local churches are joining the Board shortly.

Copies of the Trust Deed have been made available to all Trustees and studied carefully so that the objectives and operation of the Trust are clearly understood. Contact has been made with the Charity Commission, Lord Roborough and past users to explain the current situation and forward plans.

A new booking system is now in place along with a refreshed website, a face book entry and other advertising methods are being developed.

A clear system of accounting together with meaningful management information to identify accurate income and expenditure details is underway. This should show up trends and problems that crippled the organisation recently, particularly the undetected high gas usage. By the end of the month new bank signatories will be operating the bank account.

A clear understanding of the relationship between the Hall and Sports Clubs is currently being sought.

The buildings are being structurally surveyed, electrically checked and examined for fire and safety risks. The Hall has had the benefit of a Fire Report (by a qualified person), the outcome of which was a 25 page document, condensed into 2 pages of recommendations. The expert identified the building as “low risk” although there were some glaring irregularities that were immediately rectified. Structurally an extensive deep clean has been

carried out and some 100 hours of voluntary labour has been put into clean, redecorate and refurbish the toilet block and the exterior of the building.

A study of the Playing Field facilities is on-going. An insurance survey is being undertaken with a view to ensuring adequate cover and obtaining the best price. The District Council's Environmental Health has also been consulted. PAT testing has been completed on the electrical appliances.

The current Trustees have inherited a significant energy bill from the previous existing ones. It would appear that control of the gas usage was lost and the cost of the energy consumed was not recharged to the appropriate users. Indeed, it was found the boiler was operating excessively when the building was not even occupied. This was immediately rectified and negotiations are ongoing with British Gas to establish a payment plan using the good offices of the CAB. A trawl of tariffs is being undertaken for a better deal.

#### **8546 WORKING GROUPS**

- (a) Councillor Mrs Crowe reported that Signpost No. 7 is about to be distributed and there are four extra pages. An enquiry has been received from the Belliver Residents Association to ask if they could be included in the distribution. At the present time, there are spare copies which can be delivered and therefore there are no additional printing costs. There is a volunteer who is willing to deliver to the outlying cottages at Bickleigh. The 16<sup>th</sup> May is the next deadline to receive articles.
- (b) A combined meeting of the Property and Finance Groups was held on the 9<sup>th</sup> April 2014 but there are no recommendations to Council.
- (c) Mr Lane submitted a report on the Neighbourhood Plan Working Group. In excess of 1600 questionnaires were delivered to all households in the Parish by using the Woolwell Centre delivery service for the bulk with volunteers for the outlying properties. A further 55 were hand delivered to all Businesses in the Parish. Collection boxes were distributed around the Parish to hopefully make it easy to return the completed documents. In the event there were 97 Residents surveys and 13 Business surveys returned. This represents a return of 6% for Residents and 24% for Businesses.

The results for the residents show that the most important concern was highways followed by open spaces, design, transport and infrastructure.

When asked what three things they liked about the Parish, access and closeness to Dartmoor came top followed closely by countryside outlook/rural location then amenities such as shops, schools and health. The three things that could be better were A386 improvements, followed by the state of road surfaces and grass cutting. When asked how long they have resided in the Parish 63 have lived there in excess of 10 years. The business returns were more diverse with Broadband/internet access high on the agenda. The local environment was seen as an advantage. Further analysis of all the results is required and will be undertaken.

The results however do mirror the three main areas for a Neighbourhood Plan identified in the minutes of the meeting of the Plymouth Urban Fringe Working Group in July 2012. We now have the evidence to move forward.

- (d) A meeting regarding youth between Councillor Spencer, PC Dingley and the Centre Manager has been arranged for next week.

## **8547 FINANCE**

### (a) Receipts and Payments

The following receipts and payments were noted:-

#### Receipts

	£	p	
Bickleigh PCC	65.00		Signpost advertisement
Roborough Recreation Hall	1472.00		Refund of grant
Scouts	65.00		Signpost advertisement
Star Cars	140.00		Signpost advertisement
T Leader (Parties for Girls)	70.00		Signpost advertisement
Sarah Willows	25.00		Signpost advertisement
Roborough Church	30.00		Signpost advertisement
South Hams District Council	100.00		Grant for Signpost magazine
South Hams District Council	200.00		Pitch Marker
Co-op Bank	3.08		Re-imburse Visa fee
Co-op Bank	11.47		Interest

It was **NOTED** that the following payments have been made:-

	£	p	Excl.	
Future Cooling Solutions	44.40		37.00	Bleed radiators
Soc. Local Cl. Clerks	101.00			Subscription
Doorcare SW Ltd	215.90		179.92	Repair to outside door
Roofcare	112.00			Roof repairs
HMRC	89.40			Tax
Mrs M Small	358.00			February salary
02	30.96		25.80	Mobile Telephone
Public Works Loan Board	940.29			re-pay loan
The Woolwell Centre	20.00			Office Hire
The Woolwell Centre	30.00			Room Hire
The Woolwell Centre	125.00			Companies House
The Woolwell Centre	1480.00			Grant

## **8548 CORRESPONDENCE**

There was no correspondence.

## **8549 CHAIRMAN'S TIME**

- (a) Councillor Mrs Crowe enquired if anyone knew if parishioners at Bickleigh were responsible for Chancel repairs. It was understood that Bickleigh Church does not meet the criteria under the Act and parishioners do not have to pay.
- (b) Councillor Goddard reported that hedges are overhanging footpaths on the estate at head level. It was **AGREED:-**
  - (a) to put an article in Signpost referring to the problem for partially sighted people.
  - (b) Councillor Goddard will identify the sites in question and then the Clerk will advise the County Council.
- (c) Councillor Hitchins stated that there are two potholes between the two roundabouts and this will be reported via the Plymouth City website.

**8550 BEATING OF THE BOUNDS**

Councillor Spencer raised the issue of beating the bounds and asked if it had ever been undertaken in this Parish. It was **AGREED** to investigate further.

**8551 DATE OF NEXT MEETING**

In view of the European elections, it was **AGREED** to defer the next meeting until the 29<sup>th</sup> May 2014 at 7.30 pm