

Minutes of a Meeting of Bickleigh Parish Council held on Thursday 25th June 2015 at Roborough Recreation Hall at 7.30 pm

PRESENT:- Councillors P W Hitchins (Chairman), Mrs L Crowe, Mrs C Lane
Mrs S Lusk, F Turner

ALSO PRESENT:- Mrs M Small, Clerk to the Parish Council

APOLOGIES:- Councillors M Blake, C Ellis
County Councillor J Hart
PC Tamsyn Dingley, PCSO Jim Brokensha

OPEN FORUM

There were no issues raised.

Mrs Betty Oliver stated that she was leaving the Parish and this would be her last attendance at a meeting of the Parish Council. The Chairman wished her well and thanked her for all she had done in the Parish.

Councillor Goddard was unable to attend this meeting, but sent his best wishes to the new Council.

POLICE REPORT

There were 5 reported crimes in May – 1 criminal damage on Woolwell Road when a van was damaged. The offender was identified and has been interviewed. 1 incident of harassment in Roborough where the offender has breached a Police Information Notice and they have been interviewed. 1 fraud in Woolwell, which is family related and the offender has been identified. 1 theft from a car in Bickleigh – the offender is currently in prison and will be interviewed regarding this offence. A burglary at Plymouth Argaum Rugby Club – the offender was identified via forensics, arrested and interviewed where the offence was admitted. They were charged to court and the offender was also responsible for the theft from a car.

The road safety theme for June is drink and drugs. Recent Facebook appeals for help to identify suspects have been successful in Ivybridge. However, the Police do not receive a huge amount of information back from this area. Residents are asked to share the Facebook page and share appeals for information.

Police have been advised of further problems with parking during the school runs. In particular parking at The Woolwell Centre, which is private parking. Whilst it is appreciated that parking is difficult during these times, drivers offering verbal abuse and gestures at members of the Centre when they are being told they cannot park there, is not condoned. Most recently the centre was closed for Health and Safety work and staff were using ladders outside to maintain the centre and parents from the school still attempted to park in the car park even going as far as removing the obviously placed cones to get in the park. One driver then reversed at quite a speed towards a member of staff, alarming other staff members for their safety.

It was **AGREED** that a meeting is arranged with the School, P.T.A., Police, the Woolwell Centre, County, District and Parish Councils regarding parking.

Councillor Blake wished to raise the problem of parking at the top of The Heathers and the Clerk had forwarded this direct to the Police to investigate.

Councillors had received complaints regarding the uneven surface in Woolwell Road and concern that cyclists in particular could have an accident.

DISTRICT COUNCIL REPORT

Councillor Mrs Barnes stated that she was pleased to be returning as a Councillor and she has a budget of £2,000 to spend in Woolwell.

Councillors Hitchins and Mrs Barnes reported that the re-structuring of the Council is well advanced with most of the major staff changes completed. Over the last few months performance in some quarters has reached a predicted low but the signs are that is changing fast as the new structures bed down and the predicted savings start to materialise.

The new Locality Officer who will be the point of contact for this and the adjoining Parishes is Tim Pollard and we are being encouraged to contact him in the first instance regarding local problems.

The Audit Committee has received a good report from Grant Thornton – the Council’s auditors. A few minor concerns have been identified and are being rectified ready for the new Audit Team in the autumn.

Councillor Hitchins attended a meeting regarding the proposed Allern Lane development which was called by Jonny Mercer MP, who represents the residents of Tamerton. Planning Officers from South Hams District Council and Plymouth City Council were in attendance along with several local residents. They were thanked for their attendance and for the resolution passed by the Parish Council. Mr Mercer teased out the residents’ concerns – traffic, drainage and landscape issues. The meeting was informed that an independent traffic survey had been commissioned and it was suggested that it would present a truer picture than Taylor Wimpey.

Road surface complaints regarding Woolwell Road and the hazard for cyclists have been received by both District Councillors.

Dartmoor National Park – The new Parish representatives have been approved by the Secretary of State. For this (Western) area they are Maurice Retallick from Haytor and Cathy Pannell from South Brent.

Councillor Hitchins reported that the National Park Chief Executive has been speaking to the Milan International Expo along with the Chief Executive of the National Trust (Dame Helen Gosch) regarding landscape issue and management.

A newly discovered stone circle at Sittaford has caused much excitement and looks to be as important as the White horse hill discoveries.

The AGM of the Park is to be held next week and they will elect the Officers for the coming year.

All National Park boundary signs have been re-painted, including the one at Shaugh Bridge.

COUNTY COUNCIL REPORT

In the absence of County Councillor Hart, there was no report.

8670 DECLARATIONS OF INTEREST

Councillors Hitchins and Mrs Lane declared an interest in Minute No.8675(b) Roborough Recreation Hall as they are Trustees. Councillor Hitchins also had a declarable interest in Minute no. 8673(b) regarding a site visit to 1 The Beeches, Bickleigh Down Road, as he is the owner of the property.

8671 MINUTES

It was unanimously **AGREED** that the Minutes of the meetings held on the 23rd April, 15th May and 18th June 2015 are signed as a correct record.

8672 MATTERS ARISING

8660 (b) The rope is still on the tree in the plot on Roborough Green and it was **AGREED** this should be removed as it is a Health and Safety issue. Councillor Mrs Barnes stated that she would arrange for its removal.

8660 (c) It was noted that the Council's insurance had been renewed with a three year agreement. The insurance company has asked if the Woolwell Centre could be valued and it was **AGREED** that this is referred to the Property Working Group.

8660(d) Mr Barber was unable to help with the notice and therefore the Clerk had quotes for various notice boards. It was **AGREED** that:-

- (i) a two door maintenance free notice board is required for Woolwell Road at its junction with School Drive. Application is made to County Councillor Hart for a grant from his locality fund.
- (ii) the notice board on the wall in Roborough village is not replaced with a new notice board but the one opposite the vets is moved to this position.

8673 PLANNING

(a) **Consideration of application, as follows:-**

04/1222/15/F Two storey side extension and increase the width of the driveway including widening of pavement, **1 The Heathers**. It was **AGREED** to **RECOMMEND APPROVAL**.

(b) An invitation was received from the District Council to attend a site meeting at 1 The Beeches, Bickleigh Down Road on the 1st July. It was **AGREED** that it was not necessary for anyone to attend as the Council had supported the application.

(Councillor Hitchins had a declarable interest and took no part in the discussion or voting thereon)

(c) **Decisions taken by County Council**
Refused

04/0592/15/CM Installation of Anaerobic Digestion Plant and ancillary development (including bunding, hardstanding and hardening part of access from highway), **land at Warleigh Barton, Tamerton Foliot, PL5 4LG**

8674 CO-OPTION OF COUNCILLORS

The Clerk reported that three applications have been received. It was **AGREED** that :-

- (i) voting is by a paper ballot.
- (ii) in the ballot, four votes were cast for both Mrs Irene Andrew and Debra Owen and therefore they will both be offered co-option to the Parish Council.

8675 REPORTS

(a) **The Woolwell Centre**

There was no report

(b) **Roborough Recreation Hall**

Mr Lane reported that the Recreation Hall bookings are holding up well ,but there will be a drop during August due to holidays. There are still works the Committee would like to implement but are dependent on committee members' availability and further fund raising. It is proposed to carry out works to the floor during August which will improve the image considerably.

Work has been started to implement the Fire Risk items identified in the Assessment report in the Pavilion and should be complete by the end of August. The works to the main football pitch have been completed. The grass has thickened and is growing well. A maintenance regime will be put in place. A request has been made to the Parish Council to help fund the creation of junior pitches on the 2 acre derelict area at the bottom of the site. Works can start as soon as the grass crop has been cut to allow weed killing to take place. Reconstruction of the area, to provide playing surfaces for the junior teams, can then take place. The teams using the Playing fields are very happy with the progress made so far. The Committee would like to level an area of the main football pitch to improve its playing quality next year and work has just started to draw up a specification that can be priced. Thought will then be given to how to fund the cost.

8676 WORKING GROUPS

(a) Neighbourhood Plan

Mr Lane reported that since the last report the Chairman and Secretary have met with the new Lead Officer, Denise Vigers, and Jason Elson, a member of South Hams design support team. Jason brought with him various samples of posters and display material to show what they can do. The meeting was very fruitful and much was discussed about how to go about organising the Public consultation. The design team will be very useful in helping to get the message across. There is a price list for their various products which could also be of use

to the Parish Council. Help could also be given in the production of Signpost if alternative prices were required.

A discussion was also held about the Council's web page and the need for help. Jason was enthusiastic and said it was something they are looking to become involved in.

They have also met with Officers of Plymouth City's Neighbourhood Plan group. Hannah Slogget introduced two of her team and they talked through their Plan which has been published for comment. They are working closely with South Hams, West Devon and Cornwall to produce a document similar to a Regional Spatial Strategy .

(b) Signpost

Councillor Mrs Crowe reported that there were no new advertisers in the last two editions of Signpost and that there was a need to generate more advertising. Also articles were needed.

(c) Joint Property and Finance Group will meet on 15th July 2015

8677 FINANCE

(a) Audit

The Clerk reported that the internal audit had been completed and other than there was no invoice for one payment, which was for printing of Signpost. Payment of 3 months salary to the Clerk was due. No other issues had been raised.

Consideration was then given to the Annual Governance Statement which was approved by the Council.

(b) Payroll

The Clerk reported that that the Government's scheme for pensions would come into effect in 2016 for the Parish Council. It was **AGREED** that the Clerk would speak with Paul Rowlands as to what the Council needed to do.

(c) Request for Grant

A request was consider from Roborough Recreation Hall for a grant to reclaim the two acres at the lower end of the playing fields to create pitches for the youth teams. The cost will be £1975 plus VAT (total 2370). It was **AGREED** in principle and that an invoice for £788 is paid.

(Councillors Hitchins and Mrs Lane abstained from voting as they are Trustees of Roborough Recreation Hall)

(d) <u>Income</u>	£	p	
South Hams DC	43186.50		Precept/grant
Co-op	14.62		Interest
Comm. Devel.	700.00		Balance of grant for NP
Crocker	65.00		Advert Signpost
Parsons	140.00		Advert Signpost

Roborough Rec. Hall	65.00	Advert Signpost
Co-op	25.14	Interest
Moorland Fuels	90.00	Advert Signpost
Roborough Pre-School	90.00	Advert Signpost
Horrell Heating	65.00	Advert Signpost

Payments

Appleby Westward	462.00	385.00	Signpost printing
Universal Fire & Security	148.32	123.60	Maint. Emergency lighting
Staff	358.00		Salary
HMRC	89.40		Tax
Plant Tech Garden Services	367.50	306.25	Grass cutting: Woolwell
Minerva Accounting	9.00		Payroll Services
RA Electrical Contracting	2835.90	2863.25	Perimeter Lighting
Security Management SW	128.55	107.13	Keyholding service
ASG Security	137.56	114.63	
Appleby Westwood	130.80	109.00	Neighbourhood Plan
Broker Network Ltd	4326.12		Insurance
Plant Tech Garden Services	667.50	556.25	Grass:Woolwell & Robor.
The Woolwell Centre	40.00		Delivery June Signpost
Future Cooling Solutions	68.83	57.36	Repair
P J Stacey	46.58		Put up shelving
P J Stacey	30.00		Put up shelving
Plant Tech Garden Services	667.50	556.25	Grass: Woolwell & Robor.
Staff	357.80		Salary
HMRC	89.60		Tax
Roborough Rec. Hall	788.00		Grant: Fire safety work
Nordic	3698.40	3082.00	Front door Woolwell
The Woolwell Centre	20.00		Office hire
The Woolwell Centre	30.00		Room hire
The Woolwell Centre	1199.50		Grant
Future Cooling	129.00	107.50	Maintenance contract
Concorde	119.40	99.50	Copier
O2	29.50	24.58	Telephone
The Woolwell Centre	20.00		Office hire
The Woolwell Centre	30.00		Room hire
The Woolwell Centre	1199.50		Grant
Future Cooling	129.00	107.50	Maintenance contract
O2	29.50	24.58	Telephone

(Councillors Hitchins and Mrs Lane did not vote on the payment to Roborough Recreation Hall)

8678 CORRESPONDENCE

- (a) A letter was received from the District Council stating that the Chairman and Vice-Chairman would like to attend at least one meeting of each Town and Parish Council. It was **AGREED** to offer the October meeting or if this is not possible, then any other meeting.

- (b) An e-mail was reported suggesting a use for the telephone box in Bickleigh. It was **AGREED** that this is considered at the next meeting.

8679 **CHAIRMAN'S TIME**

- (a) The Clerk reported that help was needed in setting up the Councillors' e-mail accounts and it was **AGREED** that a consultant is employed.
- (b) Councillor Mrs Crowe enquired if the field at the bottom of Pinewood Drive has been sold. Councillors had not heard of this.
- (c) Speeding is still an issue in Bickleigh. It was **AGREED** to ask the Police if the flashing 30mph sign could be brought back.
- (d) Councillor Mrs Lane stated that the trees on Bickleigh Green needed attention and it was confirmed that Maristow has been informed.
- (e) Parking in Cann Wood View has not improved and this has been reported to the Police.
- (f) The need for a grit bin in Tramway will be referred to the Property Working Group.
- (g) It was **AGREED** to follow up with Highways, the Snow Warden training for Councillor Ellis.

8680 **DATE OF NEXT MEETING**

Thursday 23rd July at 7.30pm at the Woolwell Centre. Venue to be arranged for the remainder of the year.