

Minutes of The Annual General Meeting of Bickleigh Parish Council held on Thursday 25 May 2017, 7.30pm at Roborough Recreation Hall

PRESENT: - Councillors P W Hitchins (Chairman), F Turner, M Blake, I Ramsay, Mrs D Owen, Mrs S Lusk, Mrs C Lane

ALSO PRESENT: - Mr R Lane (Chairman, Neighbourhood Plan Working Group)
Mrs M Small, Clerk to the Parish Council
Mrs A Tamsett-White, Admin Assistant
Members of the public - Three

APOLOGIES: - Councillors C Ellis and Mrs L Crowe
County Councillor J Hart
Councillor Mrs N Hopwood (South Hams District Council)
Mr J Peterson, Chair of Trustees, Woolwell Community Resource Trust
PC Tamsyn Dingley

OPEN FORUM

- a) Pot hole at the start of road to Bickleigh Church.
- b) Trees/Shrubs overgrowing telegraph pole in Bickleigh Village.
- c) Has there been any update/resubmission of plans regarding the proposed Pinewood Drive development?
Councillor Hitchins reported that he was unaware of any update/resubmission of plans however an extension to the target date for decision by District Council has been agreed.

POLICE REPORT

March

Domestic Harassment. Under investigation.
Criminal Damage to Property. Glue put into victim's front door. Filed with no further police action.
Criminal Damage to Motor Vehicle. Damage to door. Filed with no further police action.
Misuse of Communication. EBay threats. Filed with no further police action.
Attempted Burglary to Garage. Filed with no further police action.
Misuse of Communication. Domestic related Facebook/Twitter threats. Words of advice issued and matter filed.
Assault ABH. Domestic related. Under investigation.

April

Sexual Assault. Stranger/jogger. Under investigation.
Shoplifting, One Stop. Believed suspects were members of traveller community. Filed with no further police action
Burglary to Garage. Filed with no further police action.
Theft from Motor Vehicle. Tools. Filed with no further police action.
Vehicle Interference. Suspect located inside vehicle. Arrested/bailed for further enquiries.
Possession of Cannabis, Cannabis warning issued.
Common Assault. Stone thrown at victim. Believed suspect was member of traveller community. Filed with no further police action.
Theft from Motor Vehicle. Number plates stolen. Under Investigation, update, stolen plates located on another vehicle.

Information

Speeding along Woolwell Road. PC Dingley was asked for the statistics of Road Traffic Collisions along Woolwell Road for the last 12 months, answer is NONE. Despite asking for volunteers to join the Speed Watch Scheme no one has come forward. PC Dingley will monitor the speed as and when time permits, however she has two other speed Watch Schemes operating in Wotter and Lee Mill with volunteers going out on a regular basis and therefore more time spent with them.

New Sgt joining the Neighbourhood Team, Sgt Andrew Woodward. He replaces Sgt Adele Pritchard who was successful in her promotion. Sgt Woodward will join the team in June.

Lighter evenings and warmer weather coming COULD see a rise in Anti-Social Behaviour from young people. If anyone has any issues/information please contact Tamsyn.dingley@devonandcornwall.police.uk.

Councillor Blake asked what is meant by 'Filed with no further police action'. The Clerk will request clarification from PC Dingley.

DISTRICT COUNCIL REPORT

There was no report from Councillor Mrs Hopwood.

Councillor Hitchins reported:

- At recent AGM Councillor Mrs Kathy Cuthbert elected as Chairman and Councillor Michael Hicks elected as Vice Chairman.
- Councillor Hitchins is on the Design and Conservation panel, Dartmoor National Park and Tamar Estuary Working Group.
- Councillor Mrs Hopwood, is on the Executive, Licensing Committee and Waste & Recycling Working Group.
- Waste Management review continues and may work collaboratively with another Council.
- Otter Trail launched by National Park at Bovey Castle.
- Edward Morshead awards – SW Lakes Trust, Burrator Group. Livestock Preservation Society. Health & Beauty Group, Buckfastleigh.
- Dartmoor Preservation Society, young volunteers also won an award.
- Development Management at the National Park - Head still to be appointed and 2 Secretary of State positions open, applications being processed.
- Speeding on Dartmoor continues to be a big issue.

COUNTY COUNCIL REPORT

There was no report

REPORTS

a) The Woolwell Centre

A written report from Mr Peterson was reported:

- The external fundraising expert appointed has just provided an initial report which the trustees will consider at their next meeting.
- Still actively looking for additional trustees.
- Pension scheme (as required) for employees is now up and running.
- Working hard with others to progress the planned Fun Day.
- The survey is now out and quite a few are being returned by users.
- Plans are being put in place to make sure more junior (in terms of their roles) employees are exposed to the work of their 'line managers' so that the damage if any individual leaves the Centre (or when they are sick/on holiday) is reduced.
- Mr Peterson will, as soon as time permits, meet with Councillor Hitchins to see how best the Centre and Parish Council can work together.
- Draft lease awaited.

b) Roborough Recreation Hall and Playing Fields

Mr R Lane reported:

- Steady income from the Hall and bookings continue.
- Gents toilets to be refurbished.

- In respect of the Playing Fields, following the electric mains cable works the surface is not good, the Cricket Club cannot play. They have received a fine for the state of the area albeit outside the boundary. It is considered a health and safety risk being too dangerous. Compensation from SWW will hopefully cover the fine.
- Football, the North West corner is to be cultivated with spare top soil from the ECO homes.

8882 ELECTION OF CHAIRMAN FOR THE ENSUING YEAR

(Councillor Hitchins stood down and it was unanimously AGREED that Councillor Turner takes the Chair for this item)

Councillor Mrs Lane proposed and Councillor Mrs Owen seconded, Councillor Mike Blake. Councillor Mrs Lusk proposed and Councillor Ramsay seconded, Councillor Hitchins. On being put to the vote, there was a tie with 2 votes each and Councillor Turner used his casting vote for Councillor Hitchins (Councillors Blake and Hitchins abstained). It was, therefore, **AGREED** by 3 votes to 2 that Councillor Hitchins be re-elected Chairman for the ensuing year.

8883 ELECTION OF VICE-CHAIRMAN FOR THE ENSUING YEAR

Councillor Mrs Lusk proposed and Councillor Hitchins seconded, Councillor Turner. Councillor Mrs Lane proposed and Councillor Mrs Owen seconded, Councillor Blake. On being put to the vote, it was **AGREED** by 3 votes for Councillor Blake, 2 votes for Councillor Turner and 2 abstentions (Councillors Turner and Blake) that Councillor Blake be elected Vice-Chairman for the ensuing year.

8884 APPOINTMENT OF REPRESENTATIVES FOR THE ENSUING YEAR

It was proposed by Councillor Hitchins, seconded by Councillor Turner and unanimously **AGREED** that Councillor Mrs Owen is elected the Parish Council's representative for Roborough Recreation Hall.

8885 APPOINTMENT OF WORKING GROUPS

It was **AGREED** that all Councillors are members of the Working Groups for Neighbourhood Plan and the Property and Finance.

8886 DECLARATIONS OF INTEREST

Councillor Hitchins declared a disclosable pecuniary interest in any discussions on future development at Woolwell as a land owner in the area.

8887 MINUTES

It was unanimously **AGREED** that the Minutes of the meeting held on 25 April 2017 be signed as a correct record.

8888 MATTERS ARISING

Open Forum (a) Facebook. Mrs Tamsestt-White reported that she had set up a face book page in the name of the Parish Council but it was an open account as it is not possible to set up a closed account but it is possible to remove any unsuitable comments
It was AGREED to proceed as currently set up.

Open Forum (e) Charitable donations policy.
Policy in place, each application will be considered on its own merits. Financial details will be required from applicant, project costs and detail of the Community benefits and outcomes. It was AGREED that this is formally adopted.

Minute No. 8818 (c) Leat Walk sign/direction sign to Roborough village.
Ongoing. The Clerk confirmed this was raised with Nick Colton of Devon County Council at a recent meeting.

Minute No. 8818 (f) Collapsed pavement opposite Old Vicarage.

Ongoing. The Clerk confirmed this was raised with Nick Colton of Devon County Council at a recent meeting. Councillor Hitchins reported that the delay may be caused whilst waiting for the new financial year budget. Councillor Mrs Lane reported that the area was flooded again recently.

Minute No. 8841 (b) Pothole in Darklake Lane.

Ongoing. The Woolwell Centre has confirmation from Plymouth City Council that it is their land and is waiting for them to repair, they will continue to chase.

Minute No. 8874 Responses from Plymouth City Council/District Council re Neighbourhood Plan.

Councillor Blake reported that the comments in the replies were unhelpful and did not answer questions raised re land designation. A meeting has been offered and it was AGREED that this will be taken forward. It was also AGREED that a joint reply will be drafted from the Neighbourhood Plan group and Parish Council.

8889 PLANNING

(Councillor Hitchins took no part in discussions and voting on planning as he will be considering applications as a District Councillor.)

(NB Councillor Hitchins left the meeting for application 1705/17/SCO having previously declared a disclosable pecuniary interest in any discussions on future development at Woolwell as a land owner in the area. It was **AGREED** that Councillor Blake takes the chair for this item.)

a) Consideration of applications:-

1705/17/SCO Land at Woolwell, Plymouth

It was AGREED that the Clerk will write to District Council to request an extension until the end of June as more time is required to consider and formulate a response given there are 111 pages of documentation. The Neighbourhood Plan Group will arrange to meet with landowners to discuss given now in public domain.

Subsequent UPDATE from District Council:

“While of course we would always try to accommodate requests wherever possible from Parish and Town Councils for extensions of time to consider planning applications, the circumstances of an Environmental Impact Assessment Scoping Request are different.

This is a technical specialist scoping exercise to establish whether the basis for the Environmental Statement required to accompany any future planning application is sound. It is not expected that any Parish would necessarily have this level of specialism. We are required to liaise with experts in their relevant fields for their input into the process including the Environment Agency and Natural England and trust you will be reassured by this. As a local planning authority, unlike the 8 week application process, the Government only afford us 35 days to respond to EIA Scoping Requests and the expiry date is 19th June. As such, regrettably, I am unfortunately unable to agree to your request to extend until the 30th June.

By way of further explanation, the matter has been referred to the Parish at my request as a courtesy, not a requirement, as we fully understand that any development proposals which may flow from it will be of considerable interest locally and wanted to make Parish aware of the existence of the Scoping document. Parish input is welcomed though not necessarily expected. Of course the Environmental Statement, planning proposals and any future planning application which may stem from it will be the subject of widespread local consultation with the Parish and wider local community, including community consultation at the pre-application stage. I trust that this will enable you to re-assure your Members that future opportunities will arise for their detailed input into the planning proposals and the planning process (and to comment on the Environmental Statement which will derive from the Scoping

Exercise), including at an early stage, where we all know and appreciate that local knowledge counts for a great deal.”

(Councillor Hitchins returned to the meeting)

b) Decisions taken by District Council:-

0703/17/HHO 9 Bowers Park Drive Woolwell PL6 7SH

Householder application for rear conservatory

Conditional Approval

1402/17/NMM 7 Leat Walk Roborough PL6 7AT

Non Material Minor Amendment to householder consent 04/0363/15/F

Conditional Approval

0960/17/HHO 40 Woodend Road Woolwell Devon PL6 7RQ

Householder application for extension to existing front porch

Conditional Approval

Roborough Farm, Conditional Approval

8890 WORKING GROUPS

a) Neighbourhood Plan (NHP)

Mr R Lane reported:

The 6-week consultation period (Regulation 14) was to be scheduled following Easter e.g. April 24th to 16 June. Unfortunately, not having received feedback from the District Council with reference to the land designation within Bickleigh Parish, this did not happen.

The Regulation 19 review of the Joint Local Plan for Plymouth, South Hams and West Devon has taken a lot of interest and time. Results of the feedback awaited and the final examination of Joint Local Plan which may have an impact on our Plan.

As part of the feedback to the Joint Local Plan the Council wrote to both Plymouth City Council and South Hams District Council voicing concerns as to the level of support given to the Working Group and both Councils have replied.

Regulation 14 review is required, still have to organise letters and emails to go out to all parties prior to the new date, as yet undefined, as it is imperative that no party can say that they did not have the full 6 weeks in which to review the NHP. Volunteers will be needed yet again for delivery and items posted in local papers / magazines etc. in advance.

b) Property and Finance

- (a) In respect of the arborists tree report it was **AGREED** that quotes can now be obtained.
- (b) An asbestos report is required for the Woolwell Centre, it was **AGREED** that quotes can be obtained.
- (c) A Charitable Donations Policy was considered and has been agreed earlier in this meeting.
- (d) It was recommend to set up a Facebook account as a communication tool and this was agreed earlier in this meeting.
- (e) The printer has been moved from the Woolwell Centre to the Parish Council office at Roborough Recreation Hall.
- (f) There will be no Property and Finance meeting in June.

c) **Signpost and Facebook**

It was **AGREED** to proceed with June's newsletter.

8891 **FINANCE**

a) **Payments and Receipts**

None to report as books have been at audit.

b) **Audit**

(i) A draft Risk Assessment was considered and adopted.

(ii) Councillors **AGREED** the Annual Governance Statement for 2016/17 as circulated

(iii) Councillors **AGREED** the Accounting Statements for 2016/17 as circulated

8892 **CORRESPONDENCE**

a) South Dartmoor Community Energy extended invitation to a meeting on 5 July at Ivybridge Library, 19:00-20:30. Booking form available from the Parish Clerk.

b) Dartmoor National Park invite comment on their local plan.

8893 **CHAIRMAN'S TIME**

a) Councillor Mrs Lane asked if there was any news on the Lease.

Councillor Blake confirmed that the draft Lease has been copied to Councillors Ramsay and Hitchins. A meeting is to be scheduled to discuss which will be followed by a separate Council meeting to discuss.

b) Councillor Ramsay reported that when exiting the road from Bickleigh Church to join the main road one has to drive out onto the main road to see. The grass and trees are so overgrown and are in urgent need of being cut back to the boundary. Thicket has also grown up and requires attention. Makes the exit very dangerous. **It was AGREED to add to cutting contract.**

c) Councillor Ramsay reported that a Hazel Tree in Bickleigh Village requires cutting back as it is encroaching on the telephone line. **The Clerk will notify British Telecom**

d) Councillor Blake reiterated the need for the Woolwell Centre to have an asbestos register as soon as possible. The Clerk is obtaining a quotation.

e) Councillor Blake reported that a risk assessment had not been undertaken at the Woolwell Centre this year, CHUBB were to send forms however these have not been received. The forms are however available to download and Mrs Carole Spencer can take this forward.

f) Councillor Turner reported that the pothole on the bridge in Bickleigh has opened up again and there is another on the first part of Bickleigh Down Road near the Plantation.

g) Councillor Hitchins thanked Councillor Ramsay for his efforts with the grass cutting Contractor.

8894 **DATE OF NEXT MEETING**

Thursday 22 June 2017 at 7:30 pm at Roborough Recreation Hall.