

**Minutes of a meeting of Bickleigh Parish Council held on Thursday 27 April 2017, 7.30pm at Roborough Recreation Hall**

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

**ALSO PRESENT: -** Mr J Peterson, Chair of Trustees, Woolwell Community Resource Trust  
Mrs M Small, Clerk to the Parish Council  
Mrs A Tamsett-White, Admin Assistant  
Members of the public - five

**APOLOGIES: -** Councillor Mrs N Hopwood (South Hams District Council)  
County Councillor J Hart  
Councillor Mrs C Lane  
Mr R Lane (Chairman, Neighbourhood Plan Working Group)  
PC Tamsyn Dingley  
PCSO Jim Brokensha

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**OPEN FORUM**

- a) Will there be any changes in the Parish Councils approach to communication?  
**The Clerk confirmed Facebook is an agenda item for discussion at the next Property meeting.**
- b) The Parish Council website remains out of date.  
**The Clerk reported other priorities at the current time however assurance given that the update will be attended to.**
- c) Neighbourhood Plan web pages still require attention.  
**The Clerk recommended reminders be sent.**
- d) In breach of the transparency Code.  
**Councillor Hitchins acknowledged this.**
- e) When will the charitable donations policy be available?  
**The Clerk confirmed this is an agenda item for discussion at the next Property meeting and will be on the Parish Council's website once written.**
- f) There is an issue with the Local Neighbourhood Plan (NHP) in that District Council is not responding to requests/updates and with the Councillor Hitchins having opted out as he has declared an interest; it is unsure how to take forward. District Councillor for Woolwell, Councillor Mrs Hopwood, receives responses from Plymouth, Dartmoor etc and agreed to represent constituency interest, but it is not happening.  
**Councillor Hitchins reported that he is open to criticism no matter what his decision and whilst he will not enter into any discussion, after the meeting, he will provide named contacts who can assist.**

**POLICE REPORT**

There was no report.

**DISTRICT COUNCIL REPORT**

Councillor Mrs Hopwood's report was read in her absence:

- Walk Talk and Tea in Woolwell, held on Saturdays from 10.30 to 12 is nearing the end of its pilot. Hopefully enough interest has been generated to continue this group as it is an excellent way for local residents to meet each other whilst having a gentle stroll.
- Woolwell Fun day 19 August. The Woolwell Centre has agreed to this and taken on the lion's share of organising. The programme is yet to be finalised but will roughly consist of several large bouncy castles and slides, a large outdoor screen showing a Disney film at 5pm and later on Grease. Updates will follow. Looking to form a committee to help towards the day, if anyone is interested in joining the committee please contact Councillor Mrs Hopwood.

- The Regulation 19 consultation for the Joint Local Plan ended yesterday with all comments going directly to the Inspector for the examination in public. When a date for this is known it will be advised.
- PC Dingley undertook a speed watch on the main Woolwell road last month and spoke to a few individuals who were exceeding the speed limit.
- This weekend saw the arrival of a traveller encampment at the end of Towerfield Drive. Councillor Mrs Hopwood reported to Devon County Council who will now issue at Part 1 notice to the travellers which then goes to court to be executed, the process takes a few weeks.
- There was an attempted theft in Woolwell over the weekend. Two individuals have been interviewed and bailed pending further enquiries; they are not local to Woolwell . Residents, quite rightly, are feeling a little apprehensive at the moment and PC Dingley has offered to speak to anyone who wishes to contact her about security advice.

Councillor Hitchins reported:

- District Council undertaking a review of waste services and one consideration is charging for the collection of garden waste.  
**Councillor Blake reported composting and garden waste was the only area making a profit. General consensus if proposed charging is given the go ahead is there will be more fly tipping. Councillor Hitchins reported contractor changed; will wait to see what is agreed.**
- Polling stations ready for the two forthcoming elections.
- Parish is seeing an increase in fly tipping, all incidents have been reported and clearance is awaited.
- Councillor Hitchins reported that he is spending more time on neighbourhood disputes, i.e. extensions going over rights of way and boundary issues.

## COUNTY COUNCIL REPORT

There was no report

## REPORTS

### a) The Woolwell Centre

Mr Peterson reported:

- Whilst it has been acknowledged, a response is awaited to an email sent to the Parish Council at the end of March regarding the coming 12 months.
- Requested clarity regarding the structure of his report at Parish Council Meetings.
- Understand work on fire doors is now moving forward.
- An additional Trustee for the Woolwell Centre is required; if anyone is interested please contact Mr Peterson or Mrs C Spencer, Centre Manager, The Woolwell Centre.
- Have an external expert looking at projects for funding.
- Tesco bags of help scheme. 5p paid for carrier bags supports local charities, the Woolwell Centre have applied for funding and are waiting to hear. Have also applied to the Co-op and application accepted.  
**Councillor Hitchins welcomed Mr Peterson and acknowledged that a meeting between them would be beneficial.**

### b) Roborough Recreation Hall

Councillor Hitchins reported:

- Spending agreed to refurbish the gent's toilet, repair damaged fascias and put up new guttering.
- Young Farmers, 34, from Cornwall stayed overnight at the Hall on their way to Torbay. Raised £5k for Alzheimer's Association.
- Bookings are good and the Hall has seen a 1-1 dance class and hosted a wedding reception.

## 8873 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.

**8874** **MINUTES**

It was unanimously **AGREED** that the Minutes of the meetings held on the 23 & 30 March 2017 and 21 & 25 April 2017 be signed as a correct record, subject to:

Amending Minutes of 25 April 2017 to include a third point:-

(3) It was agreed to write to the Chief Executive at both Plymouth City Council and South Hams District Council raising concern at the lack of support and assistance received in obtaining the necessary information required to produce the Parish Neighbourhood Plan. A letter will be formulated next week.

**8875** **MATTERS ARISING**

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, will chase.**

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, will chase. Councillor Hitchins reported that the delay may be caused whilst waiting for the new financial year budget.**

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.**

**8876** **PLANNING**

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

**a) Consideration of applications:-**

**1200/17/HHO** 22 Church Park Road, Woolwell PL6 7SA

Householder application for single storey side extension

**It was AGREED to RECOMMEND APPROVAL subject to no neighbour objection.**

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

**0310/17/HHO** 12 Warren Park Woolwell PL6 7QR

Householder application for demolition of existing conservatory and erection of new rear sun room extension

**Conditional Approval**

**0248/17/HHO** 25 Tramway Road Woolwell PL6 7TQ

Householder application for proposed rear extension

**Conditional Approval**

**0321/17/HHO** 7 Tavistock Road Roborough PL6 7BB

Householder application for proposed rear extension at first floor - roof level dormer

**Conditional Approval**

**0733/17/NMM** The Beeches Bickleigh Down Road Roborough PL6 7AD

Non material amendment to planning consent 2652/16/FUL (Erection of two storey single dwelling) for alterations to windows

**Conditional Approval**

**0429/17/HHO** 1 Tramway Road Plymouth PL6 7TQ

Householder application for single storey extension to back of house/garage

**Conditional Approval**

## 8877 WORKING GROUPS

### a) Neighbourhood Plan (NHP)

The Neighbourhood Plan Group were pleased that a special meeting was called in respect of the Parish Councils response to the Joint Local Plan and the formulated response was submitted within timescale. Also pleased that the lack of response to the local NHP by District Council was acknowledged.

Awaiting land designation, if approved can go to Regulation 14 for 6 week consultation. If not approved Inspector may be able to make decision but if not policy will need to be rewritten at more expense and further delay. Currently awaiting response from District Council.

### b) Property and Finance

Councillor Blake is reviewing the lease. He has various commercial leases and is utilising appropriate content to formulate a new lease that will be simpler and will meet the needs of both the Parish Council and the Woolwell Centre. When finalised it will go to Solicitors for overview. A small group is required to review and discuss; Councillors Hitchins and Ramsay volunteered to join Councillor Blake.

A number of stop cocks at the Woolwell Centre have been identified including the main one outside of the building in Darklake Lane.

Woolwell Centre fire doors', following a review, the list has significantly reduced with only a few requiring work. Councillor Turner asked if he is now able to obtain quotes.

**It was AGREED that he can proceed.**

First Floor meeting room recently had an electrical surge causing damage to bulbs and units, the Clerk asked for information to make an insurance claim.

The Clerk advised that the National Grid will consider claims whilst refurbishment works are underway in the Parish however only from charitable organisations: suggested that the Woolwell Centre may wish to consider this.

Toilet lighting raised.

**It was AGREED to proceed with the toilet lights and the lights in the upstairs meeting room.**

**Councillor Turner will speak with RA Electrics.**

### c) Signpost

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

## 8878 FINANCE

### a) Receipts

Devon County Council	767.00	Grass cutting
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### b) Payments

BT	44.27	36.89	Broadband
Security Management SW	162.00	135.00	Annual key holding contract
D Stockton	432.00		New siphons on 9 toilets
JAB Network Solutions	72.00	60.00	Domain name
Staff	464.29		Salaries
HMRC	76.00		Tax
Mrs M Small	71.32		Reimburse postage
Plant Tech	667.50	556.25	Grass cutting

### b) Audit

Audit underway as of Tuesday 25 April.

**8879** **CORRESPONDENCE**

No correspondence to report

**8880** **CHAIRMAN'S TIME**

- a) Councillor Turner reported that with trees and grass now growing the signs at the top of New Road are being covered. Councillor Mrs Crowe has also had this issue raised by a neighbour.  
**Councillor Hitchins confirmed verge cutting is the responsibility of County Council.**
- b) Councillor Mrs Crowe, as she has information, offered to liaise with the Woolwell Centre regarding the National Grid charitable claims.
- c) Councillor Mrs Crowe raised the tree report as it is overdue.  
**The Clerk will add to next Property meeting agenda as an item for discussion.**
- d) Councillor Blake reported that at the meeting held on 25 April it was agreed that the Parish Council will write to the Chief Executive at both Plymouth City Council and District Council raising concern at the lack of support and assistance received in obtaining the necessary information required to produce our Neighbourhood Plan. A letter will be formulated next week.
- e) Councillor Blake reported that the pothole on the stretch of road from Tesco roundabout down to Woolwell roundabout has been filled.
- f) Councillor Ramsay requested grass cutting maps for the Parish

**8881** **DATE OF NEXT MEETING**

**Thursday 25 May 2017 at 7:30 pm at Roborough Recreation Hall.**