

Minutes of a Meeting of Bickleigh Parish Council held on Thursday 30 June 2016 at 7.30pm at Roborough Recreation Hall

PRESENT: - Councillors P W Hitchins (Chairman), F Turner, C Ellis, M Blake, Mrs C Lane, Mrs D Owen, Mrs L Crowe

ALSO PRESENT: - Councillor Mrs N Hopwood (South Hams District Council)
Mr R Lane (Neighbourhood Plan)
Mrs M Small, Clerk to the Parish Council
Mrs A Tamsett-White, Admin Assistant

APOLOGIES: - Councillor Mrs S Lusk
County Councillor J Hart
Mrs C Bruce-Spencer, Chair of Trustees, Woolwell
Community Resource Trust
PC Tamsyn Dingley and PCSO Jim Brokensha

OPEN FORUM

Some Council's are considering charging for garden waste recycling collections, will this affect us?

Councillor Hitchins confirmed that the District Council will not be charging at the moment.

Councillor Mrs Hopwood advised that she is part of task force for this initiative. Devon County Council currently receive credits for garden waste recycling however these are coming to an end. She confirmed there are no planned changes at this time.

Bickleigh Parish Council website has not been updated with information regarding the Neighbourhood Plan.

The Clerk confirmed her awareness of the situation and that information should have been uploaded following a meeting with the website coordinator.

The publication of Signpost has however been a priority recently. A further meeting will be scheduled and meanwhile invoices are being held back pending a satisfactory outcome.

POLICE REPORT

Crime report for May is as follows:

19/05/16 – Theft New Road. No line of enquiry

26/05/16 – Common Assault School Drive. Under investigation.

DISTRICT COUNCIL REPORT

Councillor Mrs Hopwood reported that she has started a Facebook account, titled "Woolwell Matters", which is proving very positive and has attracted 300 members

thus far. The aim of communicating via Social Media is to share information and bring the Woolwell Community together. A group of residents have, through this channel, formed 'litter busters' who collect waste on Sunday mornings which is collected on Mondays from a designated area by South Hams District Council. In addition businesses are being encouraged to advertise free of charge on Mondays, raising awareness of businesses operating in Woolwell and to encourage use of these.

Councillor Mrs Hopwood and Mr Lane, Neighbourhood Plan Working Group, will liaise to discuss merits of posing questions to the Woolwell community through the Woolwell Matters Facebook account.

Councillor Mrs Hopwood reported the publication of South Hams District Council, West Devon Borough Council and Plymouth City Council's joint local plan on 1 July 2016. The plan will provide detail of housing requirements and plots of land available re the Urban Fringe project. A link will be available on each Council's website linking to the joint plan and all are encouraged to view.

Plymouth City Bus is extending the Blue Flash service from Woolwell - Royal Parade - Woolwell to include a Sunday service effective from 3 July.

There will be a 'Dementia Awareness' evening at the Woolwell Centre on 13 July and all are invited to attend.

Dog fouling incidents continue to be an issue however it is not widely known that doggy deposits can be reported using the reporting form found on the District Council's website. One does not have to witness the dog in 'action'! Environmental officers will, where there is a repeated fouling issue, police areas and consider educational visits to schools.

In respect of the potential Pinewood Drive Development Councillor Mrs Hopwood confirmed that, to date, no planning application has been received.

Grass cutting in the Parish needs a further review as the current programme is disorderly. Some verges are cut frequently whilst others are left. This is due to designated areas of responsibility i.e., Parish, Devon County Council and South Hams District Council. Maps of designations have been provided by the District Council for review.

Both Councillors Hitchins and Mrs Hopwood AGREED this needs to be resolved and a meeting will be arranged between them and the Clerk to co-ordinate areas of cutting.

The trees along Cann Wood View fall under the control of Plymouth City Council and an inspector, David Wilson, Senior Tree Officer, has assessed these; his report is awaited.

Councillor Mrs Hopwood reported that the District Council is producing a local authority company paper, more detail is awaited, that will focus on business and working partnerships in view of further budget reductions.

Councillor Hitchins reported on an advisory note from the District Council Local Government Association stating that following the outcome of the EU referendum there may be further pressure on services and increases to Council tax, more information will follow in due course.

The Birthday celebrations held on Bickleigh Green were very successful and all had a very enjoyable time.

COUNTY COUNCIL REPORT

No updates

8778 REPORTS

a) The Woolwell Centre

Mrs Bruce-Spencer provided the following update by email in her absence:

Cllr Frank Turner attended the first part of the Trustee meeting and he will be able to update Councillors on any matter that is building related. Other than that it is very much business as usual with healthy bookings and preparation for the Trust's new venture to support the community which is the before and after school club provision scheduled to start in September.

Councillor Turner reported that the front door threshold had not been shutting and this has been repaired today.

In respect of the air conditioning unit in the studio, Future Cooling Solutions has advised that the unit is beyond repair and they have provided a quote for a new top of the range unit by Daikin. The air conditioning unit in the room opposite the studio does not work and has not done so for a long time. Air conditioning is needed as there is no external ventilation. A quote from a different Company is awaited.

R A Electrics has reviewed the electrical units and has mooted that it may be more cost effective to replace the inners rather than replace the whole units. He is looking for the best deal and in the meantime has made the units safe in view of the reported high voltage.

b) Roborough Recreation Hall

Mr R Lane provided the following update:

Broadband should have been installed and working however despite assurances from BT there appears to be an ongoing issue.

The football pitch has been aerated, fertilised and had weed killer applied leading to a better pitch for the commencement of the new football season.

In respect of cricket, repeat invoices continue to be received however contact is awaited from the Company ahead of any payment being made.

There has been a drainage issue and work may be required to clear overgrowth.

Mr Lane thanked Councillor Turner for the painting he had undertaken to freshen up the hall.

Bookings for the hall are increasing and some party business has been turned away as dates already booked.

8779 DECLARATIONS OF INTEREST

Councillor Blake declared a personal interest in planning application No. 3090/15/HHO householder application for a Granny Annexe at 47 The Heathers, Woolwell, as an adjacent neighbour.

Councillor Mrs Crowe declared a personal interest in planning application No. 1907/16/HHO householder application to replace an existing window with a bay window at 7 Hele Close, Bickleigh, as an adjacent neighbour.

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

8780 MINUTES

It was unanimously **AGREED** that the Minutes of the meeting held on the 26 May 2016 be signed as a correct record, subject to:

On page 1553 1st line, delete "3 will be taken on at the Centre" and insert "3 have been offered positions at the Centre"

Minute no 8776 (m), delete "Mayflower Leat" and insert "water "

8781 MATTERS ARISING

Open Forum

Dumping of rubbish in Leat, Roborough.

Councillor Hitchins reported that following a site visit the rubbish in the Leat is also on Parish Council's land. It was **AGREED** that a letter is sent to the two adjoining houses to advise of the encroachment and requesting that all waste is removed soonest.

Mark Parlett thanked the Council for their time

Minute No. 8766

Councillor Mrs Lane stated that if Councillor Mrs Owen is elected to the Roborough Recreation Hall Committee, there would be too many elected Trustees. Councillor Hitchins stated that he will stand down as a Trustee of the Roborough Recreation Hall and this will allow Councillor

Mrs Owen to have a place as the Council's representative.

Open Forum Councillor Hitchins reported on the meeting with Nick Colton from Highways, when the following issues had been discussed:

- (a) Blocked drain by the Old School at Bickleigh is ongoing – report again on the County's web site
- (b) Indent in road at Hele Close was acknowledged as worsening – report again on the County's web site.
- (c) New Road, discussion regarding the collapsing pavement opposite the old Vicarage. It is noted, however, that it is considered low priority in view of budget constraints. Keep reporting via the County's web site.
- (d) Nick Colton will collect tree trunk and debris at Ham Farm when leaving rather than to schedule a works van, however, it is still there.
- (e) Dartmoor Diner road traffic accidents, County may consider extending speed limit signage.
- (f) Consider volunteers in Parish undertaking small jobs; however they must be trained to work on the highways.
- (g) Bickleigh grass cutting, right hand side. It is County responsibility but will only cut where safety is an issue otherwise potentially will only receive one cut per annum.
- (h) Woolwell Road – it is County policy to patch roads first then follow up with full repair within a year.
- (i) Any pot holes should be reported via the County's website.
- (j) Double yellow line at Ferndale Road junction will be left for the time being.
- (k) Parking issues by the shops, write to school to raise concerns.
- (l) Flooding near Ham Pool Cottages and near to Shaugh Bridge to be reported on the County's web site
- (m) Large pot hole on Tamerton Road near Luke's (on bend before junction) has already been reported but the Clerk to report again and give the reference number to Nick Colton
- (n) Dunsborough – buddle hole nears clearing. Leave with Nick Colton and he will see David Horton, the land owner

Open Forum: Trees on Cann Wood View

As reported by Councillor Mrs Hopwood, the trees along Cann Wood View fall under Plymouth City Council and an inspector, David Wilson, Senior Tree Officer, has assessed these, his report is awaited.

8782 PLANNING

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

- a) **3090/15/HHO** Granny annex and replacement garage extensions with new raised deck area to the rear, **47 The Heathers, Woolwell.** *It was **AGREED by 5 in favour with 2 abstentions (Councillors Hitchins and Blake) to RECOMMEND REFUSAL** in view of un-neighbourliness and over-development of site.*

(Councillor Blake abstained from the decision making process, having previously declared a personal interest)

1690/16/FUL Proposed change of use from industrial unit to uses falling within Use Class D2 (Trampoline Park) and associated ancillary activities, **1-2 Broadley Park Road, Roborough.**

*It was **AGREED to RECOMMEND APPROVAL.***

1907/16/HHO Replace existing window with a bay window, **7 Hele Close, Bickleigh.**

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

(Councillor Mrs Crowe abstained from the decision making process, having previously declared a personal interest)

1546/16/HHO Proposed enlarged and accessible entrance porch, 5 Leat Walk, Roborough.

*It was **AGREED to RECOMMEND APPROVAL.***

0927/16/HHO Conservatory to rear of property, 20 Woodend Road, Woolwell.

*It was **AGREED to RECOMMEND APPROVAL.***

1036/16/OPA Outline application for demolition of existing dwelling/building and erection of 15 industrial units to include car/lorry parking, **Haxtor Lodge, Tamerton Road, Roborough.**

*It was **AGREED to RECOMMEND APPROVAL.***

- b) No decisions were reported by District Council.

8783 WORKING GROUPS

- a) **Neighbourhood Plan**

(Councillor Hitchins who had previously declared a disclosable pecuniary interest left the meeting for this item. It was unanimously AGREED that Councillor Turner takes the Chair for this item)

Mr Lane reported that Plymouth City Council, South Hams District Council and West Devon District Council are to produce a joint Local Plan, which will be out for consultation from tomorrow to the beginning of August.

b) Property and Finance

- (i) The working group had met on the 15th June. It was unanimously **AGREED** to move into Confidential Part 2 to give consideration of a grant/loan to the Woolwell Trustees.

Having discussed the request in Part 2, it was unanimously **AGREED** to move back into open meeting. It was then **FURTHER AGREED** to seek a meeting with the Mrs Carolyn Bruce-Spencer. Councillors to send the Clerk their questions over the weekend to enable the Clerk to forward them to Mrs Bruce-Spencer.

- (ii) It was **AGREED** to move the office from the Woolwell Centre to Roborough Recreation Hall.
- (iii) *It is RECOMMENDED TO COUNCIL that notice is to be given now requesting the accounts are switched to normal business banking which does not attract a monthly fee.* It was **AGREED** that the recommendation is endorsed.
- (iv) It is RECOMMENDED to Council that a direct debit be arranged to pay Wi-Fi costs, with a view to moving the Council Office to the Recreation Hall. It was **AGREED** that the recommendation is endorsed.

c) Signpost

Issue 15 currently with printers and it is hoped it will be ready for collection tomorrow, Friday 1 July.

Note for future reference, issues need to be in multiple pages of 4, i.e. 28 / 32 / 36.

8784 FINANCE

a) End of Year Accounts

The Clerk confirmed that the Parish Council's accounts have been audited by 'IAC Audit Consultancy' and the Annual Governance Statement 2015/16 needed confirmation of 9 points before submission to external audit. ***It was AGREED that the Chairman signs the Statement.***

b) Football Pitch

It was **AGREED** to pay a second invoice in the sum of £425 plus VAT for work on the football pitch from the TAP Fund money.

c) Receipts and Payments

<u>Receipts</u>	£ p	£ p
Co-op Bank	9.63	Interest

Payments

Staff	358.00		Salary
W T and RJ Jones	1480.80	1234.00	Playing Field
RK Lane	161.86		NP Stationery/ink
T Lambie	490.26	408.55	Set up laptop
ASG Security	341.08	284.24	Fire/intruder alarm
RAE Services	394.80	329.00	Hall lights
R Barber	22.64		Shelves for Tel box
Came and Company	4287.97		Insurance
Staff	473.49		Salaries
HMRC	118.40		Tax
SHDC	658.14		Elections
T Lambie	37.50	31.25	Set up Broadband
S R Hawke	160.00		Replace roof tiles
Plant Tech Grounds Maint.	667.50	556.25	Grass cutting
W T and RJ Jones	510.00	425.00	Playing Field
Woolwell Under 5s	100.00		Office equipment
02	25.20	21.00	Mobile Telephone
The Woolwell Centre	20.00		Office
The Woolwell Centre	30.00		Hire of Rooms
The Woolwell Centre	1100.00		Grant
G D Hunt	35.00		Web maintenance
Future Cooling Solutions	129.00		Maintenance

8785 CORRESPONDENCE

The Clerk advised correspondence has been received in respect of the joint plan between South Hams, West Devon & Plymouth City Councils enclosing a feedback form that will require completion.

8786 CHAIRMAN'S TIME

- a) Councillor Ellis reported Fly Tipping on Roborough Down at the top of Frogmore Lane. ***Councillor Hitchins confirmed he had reported this on 16 June to both the District Council and the National Park. An investigator was to be sent to see if identification of those responsible could be established. On Monday 27th he chased the matter and was advised a van was being dispatched to collect waste. On Thursday 30th he chased again, as leaving the waste is sending a wrong message. He is now considering sending a strongly worded email to the Operations Director.***

Councillor Ellis also reported the return of Fly Tipping on Blagdon Hill; it had stopped but is returning once again.

- b) Councillor Mrs Lane raised the issue of Grass cutting to the right hand verge approaching Bickleigh.

It was AGREED to request a costing for the verge from the Old School Cottages to Bickleigh from the Parish's current contractor.

- c) Councillor Mrs Crowe reported on the Bickleigh Community Library. Shelving had been made for the telephone box and books were being added and taken on loan. As a heritage item no lock will be fitted nor will the light be reconnected. An article will be available for the next issue of Signpost.

Councillor Hitchins suggested an official opening of the library and the new Parish Council office for which he would obtain the ceremonial chain. It was AGREED to write to Ben Gavan to thank him for his work in connection with the library.

- d) Councillor Hitchins reported the success of the Birthday Party held on Bickleigh Green.

- e) Councillor Mrs Crowe would like an article and photos for Signpost of the Brownies tea party celebrating the Queen's 90th birthday.

It was AGREED that Councillor Mrs Owen will take this forward with Brown Owl who is a neighbour.

8787 DATE OF NEXT MEETING

Thursday 28 July at 7:30pm at Roborough Recreation Hall