

Minutes of a Meeting of Bickleigh Parish Council held on Thursday 27 October 2016 at 7.30pm at Roborough Recreation Hall

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

ALSO PRESENT: - County Councillor J Hart
Councillor Mrs N Hopwood (South Hams District Council)
Mrs Carole Spencer, (Centre Manager, Woolwell Centre)
Mr R Lane (Neighbourhood Plan)
Mrs M Small, Clerk to the Parish Council
Mrs A Tamsett-White, Admin Assistant

APOLOGIES: - Councillor C Ellis
Mrs C Bruce-Spencer, Chair of Trustees, Woolwell
Community Resource Trust
PC Tamsyn Dingley and PCSO Jim Brokensha

OPEN FORUM

- a) A386 Road sign (direction of travel Roborough to Woolwell) no 'keep left for Woolwell' sign. Letter received in May from Carole Walker, Plymouth City Council Transport team advising that it will be investigated and repaired. A street sign 'Woolwell Road' at the bottom of the hill, left hand side would help; there is one on the right hand side.
Councillor Hitchins confirmed Devon County Council has also reported this. Councillor Mrs Hopwood has meetings with Plymouth City Council and she will take to next meeting, copy of letter from Carole Walker requested. County Councillor Hart will raise again.
- b) Directional signage for the Post Office at One Stop is still missing from the Tesco/Woolwell roundabout. The shop continues to lose trade.
County Councillor Hart reported that neither Devon County Council nor Plymouth County Council know the whereabouts of the sign. He will chase again.

POLICE REPORT

September:

Public order offence in Violet drive – The Victim did not wish to engage with Police.
Public Order offence in Woodend Road – The Victim did not wish to engage with Police.
Dog worrying Livestock on Roborough Down – No lines of enquiry.
Theft from shop at school drive – Under investigation.
Criminal Damage at the Park, School Drive – Lack of evidence to proceed.

There is a new Sergeant based at Ivybridge Police Station who is keen to see more visibility and engagement in the communities served by it.

DISTRICT COUNCIL REPORT

Councillor Mrs Hopwood reported that:

- A hedgerow survey, an automated bat detector and a dormouse survey have been undertaken in connection with the proposed development of 2000 dwellings adjoining Woolwell. The District Council will be holding another consultation event in the New Year.
- The shelter by the MUGA has been repainted by the District Council.

- Residents are urged to contact Tracey Weaver via the District Council's website contact form regarding on-going tree issues, as last months request to residents saw only a few complaints. Work on Cann Wood trees will start within the next few weeks. Trees in Ferndale are part of a tree works order and this will be implemented within the coming weeks.
- A resident from Litterbusters and Councillor Mrs Hopwood met with Tesco to discuss the issue of litter blown from Tesco in to Woolwell. There may be a community information day and a litter campaign raising awareness of the problem with a poster competition organised in conjunction with the Woolwell Brownies and possibly the school.
- BT has started a consultation on phone boxes within the South Hams and the phone box on Woolwell Road is included. For the 12 month period to 15 Sept 16 it was used 142 times. If residents have views on this phone box feedback to South Hams. The consultation period ends 28 Dec 16.
- The bus lane on Woolwell Road is to be removed and whilst the slip road will not be reinstated the two lanes of traffic will enable exiting Woolwell easier.
- A residents 3 course Christmas Lunch will be held on 7 December at the Woolwell Centre with the backing of local businesses and Cllr. Hart.
- There was Police presence at the school last week.
- The bench paid for by Councillor Mrs Hopwood's locality fund has been installed in Cann Wood Play Park.
- Residents were asked for ideas on spending the locality fund. A suggestion of a Christmas tree in Woolwell on the mini roundabout by the school was unfortunately declined by Devon County Council. Bambinos are happy for a tree to be placed on their land. Councillor Mrs Hopwood enquired if the Parish Council would consider putting this on their insurance?
- Devon County Council will be placing double yellow lines on the bend at Ferndale Close following a request in 2010. If residents feel that this is not the worst bend in Woolwell, they should email suggestions to Cllr Hart.

In respect of double yellow lines it was asked if these could be considered for the road leading to the back of the shops on School Drive as on many occasions delivery lorries cannot get down due to parked cars.

County Councillor Hart confirmed this was private land and Devon County Council has no jurisdiction, suggested that the landowners are approached.

Councillor Mrs Hopwood asked:

If there will be another cut to the grass in Woolwell before winter including missed patches. **The Clerk reported that the contractor had stated that he will be cutting the missed patches the next day and will undertake a complete cut of Woolwell by Wednesday. The Parish Council will then inspect the area.**

If the Parish Council would clean their two bus shelters in Woolwell.

Councillor Hitchins reported:

- A boundary review of the area referred to as the East of Ivybridge will remain part of the Parish of Ugborough.
- The recycling review by South Hams District Council has been completed and put into place.
- Road sweeping will commence for the areas outside of Woolwell.

COUNTY COUNCIL REPORT

(NB – Councillor Mrs Lusk arrived during County Councillor Hart's report)

County Councillor Hart reported:

- In respect of the missing Post Office signage he will chase.
- Many emails received following the incorrect reporting in the Herald of the 10mph speed restriction on Tavistock Road whilst work continues on the Water Treatment Works. The correct speed is 40mph as correctly reported in the Herald and per new road signs.

Councillor Mrs Lane confirmed, following a recent visit by two Councillors to the water treatment works, that the 10mph speed restriction relates to inside the development.

- He has received a request for flashing lights around the zebra crossing belisha beacons on Woolwell Road however there is no budget at this time.
- Email requests for additional double yellow lines as he may be able to fund later.
- Good to see Woolwell Road now pot hole free following recent tarmac.
- Deer sign on Woolwell Road requested, would consider if request came from the Parish or District Council.

Councillor Hitchins reported deer are an issue in the whole Parish, not just Woolwell, with many accidents in Bickleigh and Shaugh. A deer cull is required preferably, for public safety, in the confines of the forest but that is a National Trust issue.

REPORTS

a) The Woolwell Centre

• **Maintenance**

Cllr Frank Turner gave his apologies for this meeting. Key points from the meeting were:

- **Woolwell Hall lighting** - The Trustees are disappointed that although they had highlighted that the current lighting system in the Woolwell Hall was no longer fit for purpose; provided a list of current activities and voiced that the failure of the lights should be recognised as an opportunity to review lighting provision, the Parish Council has made the decision to replace like for like but with the addition of a dimmer switch. That said, the Trustees are grateful to the Parish Council for resolving this issue.
- **Alarm batteries / Intruder Fire Alarm** - The Trustees await the decision as to the new supplier but would highlight that should the system fail the Centre's insurance becomes invalid.
- **Air Con in Maristow Suite** – The Trustees are grateful to the Parish Council for agreeing to resolve the air con situation by installing a replica unit to that of the Studio.
- **Bickleigh Suite Smell** – The Trustees would like to thank Cllr Turner for investigating this situation. A replacement carpet is being sourced.
- **Parish Council Meeting Venue** – The Centre may be able to offer up a suitable meeting room at the Centre on an alternative night i.e. Wednesday. Trustees would like to suggest that the Parish Clerk liaises with the Centre Manager to review suitable options.

• **Bookings**

- **Local Business and Community Awards 16.09.16** - Gary Streeter MP included an article with photographs in his parliamentary newsletter. William Telford (Plymouth Herald) is scheduled to print an article covering the Awards evening and the Centre's 20th anniversary. GP Services were featured in an article published in the OM Plymouth Magazine and the Awards were mentioned.
- **Police Surgery** – 'Coffee with a Cop' commences on the morning of Wednesday 2 November 2016.

- **Christmas Parties** – group bookings are coming in thick and fast.
- **Halloween Party** – Saturday 29 October. Always a very popular event the Halloween Party completely sold out in 10 days!
- **Christmas Fayre** – Saturday 3 December.
- **Christmas Community Party** – Sunday 18 December.

- **AM / PM Club**

- The Trustees are delighted to report that the AM / PM Club now has 61 children enrolled. Users of the service have enquired as to holiday club provision and the Centre is investigating the possibilities for 2017.

b) Roborough Recreation Hall

Mr R Lane provided the following update:

- The playing field was aerated and grass seeded and was looking good, however badgers and 'leather jacket' grubs have ruined it. Alternative pitch for home games at a cost of £60 per match. Hopeful of pitch being useable again at the end of the year.
- Blocked drains in June were thought to have been resolved however issues resurfaced again in September resulting in major works being undertaken this month, the septic tank had been compromised. The pavilion was closed.
- In respect of Roborough Recreation Hall, the gent's urinals are to be replaced.
- Excellent bookings in the diary up to the New Year.

8812 DECLARATIONS OF INTEREST

Councillor Hitchins, declared a prejudicial interest in respect of planning application no. 2652/16/FUL the Beeches, Bickleigh Down Road.

Councillor Mrs Lane declared a personal interest as she is married to the Chairman of Roborough Recreation Hall.

8813 MINUTES

It was unanimously **AGREED** that the Minutes of the meetings held on the 22 September 2016 and 4 October 2016 be signed as a correct record, subject to:

Amending Minute Open Forum (m) to:

Mr Lane commented that having lived in Bickleigh for 40 years the grass is the worst he has ever known or seen it. He has now paid a contractor to cut **some of** the grass.

Amending Minute Open Forum (n) to:

*Councillor Mrs Lane reported that a new **transformer**, being installed by Western Power, is to be sited in the corner of a field, it will not be visible. If it should become visible landscaping of the area has been assured.*

Amending Minute Reports b) Roborough Recreation Hall to:

The high voltage cables from the Water Works will run through the playing field and the **Trust** will receive compensation for this.

Amending Minute 8810 (j) to:

*Mrs Spencer confirmed the public can gain entry as the reception desk **is** always manned.*

8814 MATTERS ARISING

July Open Forum (d) Cul-de-sac signs for Pinewood Drive and Rowan Way.
Ongoing.

July Open Forum (j) Missing direction signage to the Post Office.
Ongoing.

July Open Forum (k) Grass cutting in Woolwell.
The Clerk confirmed that Violet Drive will be cut tomorrow. Monday, Tuesday and Wednesday all Woolwell, Roborough Green and Bickleigh will receive a cut. Will review on Thursday however in the meantime if not done do let the Parish Council know.

Sept Open Forum (c) Venue for Parish Council meetings.
The Clerk confirmed that the Woolwell Centre has capacity Friday evenings or Wednesday evening however not the 4th in each month. It was AGREED to discuss further at the Property Meeting next week.

Sept Open Forum (g) Consultation on Green/Open spaces.
The Clerk confirmed Mr Lane is responding.

Sept Open Forum (i) Trees at Cann Wood View.
Councillor Mrs Hopwood reported works to be undertaken within next few weeks.

Minute No. 8810(c) Flashing 30 mph sign for Bickleigh.
The Clerk reported Nick Colton from Devon County Council Highways has confirmed there has been an administrative error and he is investigating. Bickleigh will have the sign for a period in due course.

8815 PLANNING

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

(NB Councillor Hitchins left the meeting for application No. 2652/16/FUL having previously declared a disclosable pecuniary interest. It was AGREED that Councillor Turner takes the Chair for this item)

a) Consideration of applications:-

2652/16/FUL. The Beeches, Bickleigh Down Road, Roborough, PL6 7AD erection of a two storey single dwelling.

It was AGREED to RECOMMEND REFUSAL on the grounds of access onto main road.

2741/16/HHO. 11 Riverford Close, Woolwell, PL6 7QG single storey rear extension.
It was AGREED to RECOMMEND APPROVAL subject to no neighbour objection.

3059/16/HHO. 11 Jump Close, Roborough, PL6 7AU first floor side extension.
It was AGREED to RECOMMEND APPROVAL subject to no neighbour objection.

3162/16/HHO. 18 Rowan Way, Woolwell, PL6 7SU conservatory to rear.
Previously AGREED at meeting on 4 October.

b) Decisions taken by District Council.

No decisions were reported by District Council.

8816 WORKING GROUPS

a) Neighbourhood Plan

Members of the Neighbourhood Plan team met with some of the District Council team. The main reason for the meeting was to discuss ownership of the activity to screen Bickleigh's Neighbourhood Plan (NP) for a Strategic Environmental Assessment i.e. whether it will need one or not. There was some uncertainty as to whether the District Council or the Working Group had to produce a summary report for this assessment. It appears this is the first one for the District Council to be working on. They will produce a template with information they already have and ask for any missing detail. It is hoped this will happen relatively rapidly and may be in place for the Communications days on 11 and 12 in November.

Map production will be done by Jason Elson and team although costs will be met by the Parish Council. Producing accurate maps has been/is a challenge. The South Hams website offers an interactive map section, but this is still in its infancy.

A copy of the Project Plan was given to the District Council to help combine our timings. Final examination will probably be January 2017 and selection of a suitable Examiner. This is something that is seen as a joint exercise which will be very helpful.

There is a Neighbourhood Forum on Facebook which all are encouraged to join to share problems and solutions across the board. Councillor Ramsay has taken on this on behalf of the Group.

Mr Lane asked if Bickleigh Parish Council would cover the cost of printing leaflets advertising the Consultation days on 11 & 12 November.

Councillor Hitchins asked that the cost be established and that notification of the Consultation days goes to the entire Parish. Councillors will spread their attendance at the two day event.

b) Property and Finance

Meeting held on 4 October 2016.

The Clerk reported that there have been a number of occasions recently when it has been suggested that the Council has not discussed issues, when in fact they had at the Joint Property and Finance meeting, as only issues requiring a decision are brought to Council. **Therefore, it is AGREED that the notes of the Joint Property and Finance Working Group are added to the web site following the Council meeting at which they are reported.**

Further information is awaited regarding the annual maintenance contract. **It was AGREED to delegate authority to accept a quotation to the Property Group/Committee in view of the time scale.**

Next meeting: Tuesday 1 November 2016 at 7:30pm to consider the precept.

c) Signpost

It was **AGREED** to:

- publish Christmas Church Services information in December's newsletter.
- consider a Bickleigh Parish Council Facebook account for communication.

8817 FINANCE

(a) Receipts

Co-op Bank	45.00	Interest
Groundwork UK	5162.00	Neighbourhood Plan
Co-op Bank	8.11	Interest
SHDC	40016.50	Precept
Co-op Bank	7.37	Interest

(b) Payments

	£ p	Excl. VAT	
The Woolwell Centre	20.00		Office Hire
The Woolwell Centre	30.00		Room Hire
G D Hunt	35.00		Web maint.
Future Cooling Solutions	129.00	107.50	Maint. Contract
The Woolwell Centre	1100.00		Grant
Security Management SW	74.55	62.13	Key holding
ICO	35.00		Data Protection
BT	29.88	24.90	Landline
02	25.20	21.00	Mobile
PWLB	940.29		Re-pay loan
Future Cooling Solutions	2020.80	1684.00	Pump for studio
PA Weston	2925.00		NP Consultant
RBS Ltd	135.00	113.00	Software Maint.
SHDC	2.40	2.00	NP Map
Staff	464.29		Salaries
HMRC	76.00		Tax
The Woolwell Centre	30.00		Room Hire
G D Hunt	35.00		Web maint.
Future Cooling Solutions	129.00	107.50	Maint. Contract
The Woolwell Centre	1100.00		Grant
Plant Tech	1057.50	631.25	Grass cutting
BT	44.27	36.89	Landline
ASG Security	173.04	144.20	Fire Alarm call out
Roborough Recreation Hall	3000.00		Tap Fund
Miss E Gilmour	88.60		Travel/ink
Woolwell Under 5s	54.00		Toner/Guillotine
RAE Services Ltd	4800.00	4000.00	Grant Paving
BT	84.27		Landline
02	25.20	21.00	Mobile
BT	29.88	24.90	Landline
D Stockton	145.00		New taps
Feature Force Bldg Contractors	65.00		Door restrictor
Staff	464.29		Salaries
HMRC	76.00		Tax
Appleby Westward	402.00	335.00	Sept. Signpost
Plant Tech	667.50	556.25	Grass cutting
Roborough Recreation Hall	209.02	161.20	Reimburse new Tel
Mrs M Small	90.45		Travel to audit/SHDC
Staff	464.09		Salaries
The Woolwell Centre	30.00		Room Hire
G D Hunt	35.00		Web maint.

Future Cooling Solutions	129.00	107.50	Maint. Contract
The Woolwell Centre	1100.00		Grant
02	25.20	21.50	Mobile
PWLB	6833.65		Re-pay loan
BT	29.88	24.90	Landline
Concorde Copiers	119.40	99.50	Copier

8818 CORRESPONDENCE

a) **BT Telephone Box Consultation.**

Both Roborough Village and Woolwell Road telephone boxes are included in the consultation for removal.

After discussion, it was AGREED that the Clerk will write to confirm that the Parish Council whilst acknowledging low usage, would prefer to retain both telephone boxes, with working telephones. If this is not possible they can both be removed.

b) **Bickleigh Community Library**

Following an act of vandalism, the Clerk provided an update from the Police visit made to one of the named boys. He was not involved however he named the three in the photo. The Police will follow up when school returns after October half term break.

c) **Citizens Advice GP Surgeries**

The Clerk has received a letter requesting the Parish Council give consideration to making a donation to the Citizens Advice Bureau.

It was AGREED that a donation of £100 be made, as they are now meeting in the local surgery.

d) **Dartmoor National Park Neighbourhood Plan**

Various events are being held to consult on the above.

Mr and Councillor Mrs Lane are attending the Yelverton event on 1 Nov.

e) **South Dartmoor Energy Group**

An invitation has been extended to groups in the local area who may wish to receive a presentation from the above. Any interested parties should email their details to the Clerk.

f) **42 Commandos Remembrance Service, Bickleigh Barracks**

Bickleigh Parish Councillors have been invited to attend the above remembrance service on Saturday 12 November at 2pm.

Councillor & Mrs Hitchins, and Mr & Councillor Mrs Crowe will attend. If anyone else would like to attend they should respond to the Clerk by Monday 31 October.

g) **Email received regarding a stretch of overgrown hedge between Woodend Road and The Heathers.**

Councillor Mrs Hopwood reported that notices had been delivered to the properties concerned in early Spring and she will now follow up by calling at the properties.

8819 CHAIRMAN'S TIME

a) Councillor Mrs Crowe enquired if any feedback has been received in respect of the Pinewood Road development.

Councillor Hitchins confirmed no feedback received.

- b) Councillor Mrs Crowe reported that the swing on Roborough Green has returned and asked if it should be removed or a sign put up?
Councillor Hitchins advised if taken down it returns and as no complaints have been received from the residents perhaps it should be left.
- c) Councillor Mrs Crowe reported that there is no longer a Leat Walk road sign on the right hand side approaching this from the main road, the left hand road marker is intact, and the Methodist Church sign post has lost its directional marker to Roborough Village.
- d) Councillor Mrs Owen reported that the Woolwell under 5's playgroup building is being broken down and moved tomorrow to Barne Barton at a cost of £80K.
- e) Councillor Mrs Owen thanked the Woolwell Litterbusters on behalf of Bickleigh Parish Council.
- f) Councillor Turner reported the collapsed pavement opposite the old Vicarage is still not fixed. For 2 years the drains have been blocked outside the School Houses. The large pothole on Danger Hill is there again. Councillor Mrs Lane reiterated the need for the collapsed pavement on New Road to be repaired as a matter of urgency, it is early autumn and it has been flooded twice.
- g) Councillor Turner reported that the recent grass cutting in Bickleigh had stopped before the School Houses.
- h) Councillor Blake enquired if there was an update regarding the lease.
Councillor Hitchins reported that both he and the Clerk continue to chase. South Hams property surveyor will be back in the office on Monday and email drafted for senior staff if unable to set up a meeting.
- i) Councillor Ramsay asked if the open space in The Heathers was the responsibility of the District Council or Plymouth City Council as it has not been cut this season.
Councillor Hitchins hopes it will be cut next week.
- j) Councillor Mrs Lane referred to the Neighbourhood Plan list of items not covered, that was given to the Parish Council in March and included in March's minutes. It has, thus far, not been followed up and Councillor Mrs Lane provided a further copy of the list, which will be taken to the Joint Property and Finance Working Group.

8820 DATE OF NEXT MEETING

Thursday 24 November 2016 at 7:30pm at Roborough Recreation Hall