

**Minutes of a meeting of Bickleigh Parish Council held on Thursday 26 October 2017, 7.30pm at Roborough Recreation Hall**

**PRESENT: -** Councillors M Blake (Vice Chairman, in the chair), F Turner, Mrs S Lusk, Mrs L Crowe, Mrs D Owen, Mrs C Spencer, N Prout and C Ellis

**ALSO PRESENT: -** County Councillor John Hart  
Councillor Mrs N Hopwood (South Hams District Council)  
Mr J Peterson, Chair of Trustees, Woolwell Community Resource Trust  
Ms L Gilmour (Secretary, Neighbourhood Plan Working Group)  
Mrs M Small, Clerk to the Parish Council  
Mrs A Tamsett-White, Admin Assistant  
Members of the public - None

**APOLOGIES: -** Councillor P W Hitchins (Chairman)  
PC Tamsyn Dingley

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**8922 CO-OPTION OF TWO COUNCILLORS**

The co-option of two new Councillors for Woolwell Ward, Mrs Carole Spencer and Mr Neil Prout, was proposed by Councillor Mrs Owen and seconded by Councillor Mrs Crowe. **The co-option was AGREED.** The Code of Conduct and declarations of interest were signed and Councillors Mrs Spencer and Prout took their places.

The meeting then moved into Open Forum.

**OPEN FORUM**

- a) Devon Highways were thanked for filling a residential road pot hole in Bickleigh village.
- b) A question was asked as to who is organising the Christmas tree in Bickleigh village.  
**Councillor Mrs Lusk reported that Nicky Tapp is organising the tree and table top sale at Roborough Recreation hall to raise funds for lights. The latter has, due to unforeseen circumstances had to be postponed.**
- c) Councillor Mrs Hopwood asked the following question on behalf of a member of the public who was unable to attend. April minutes showed a payment of £667.50 to Plant Tech, again in June £667.50 then in July £667.50 and again in September £667.50. That's £2670 since April and Woolwell has had 1 cut.  
**The Clerk will reply to the email.**
- d) The venue for Parish Council meetings was raised at last months meeting and was to be discussed at the next Property Working Group meeting. It is not understood why it was to be discussed at that meeting as it is not a property issue and the Council was asked if they could discuss it tonight. The Woolwell Centre has a meeting room available upstairs on Thursdays.  
**The Clerk advised that the Property Working Group meeting was cancelled as not enough Councillors were available. Councillor Mrs Crowe and Councillor Ellis expressed concern at the level of noise. Councillor Blake confirmed that the matter would be discussed at the end of the meeting.**
- e) A query was raised to ask if there are written Terms of Reference (ToR) for the Property Working Group?  
**The Clerk stated that there are no written ToR for the Group. Councillor Blake stated that he is happy to discuss at the end of the meeting.**
- f) Can the District Council report, on future agendas, be split into wards?  
**The Clerk confirmed this will happen.**

- g) Roborough Recreation Hall over the last 2-3 months has been a topic of discussion given the grant it received. Councillor Mrs Crowe raised questions but did not receive a real answer. It was felt that some Councillors have pecuniary interests but voted. Can this be investigated.
- h) In Septembers Chairman's Time, Councillor Ellis advised that the contractor for cutting the hedge in New Road had been given the go ahead. The question was asked whether this was a Parish Council instruction and if so who paid for the work?  
**The Clerk confirmed that it was a Parish Council instruction and the landowner would pay for the work.**
- i) New Road grass cutting and hedge trimming is being considered to include into the specification for the new contract. With austerity across all Councils it would be surprising to see private land being added, however if this is the case then in addition to the New Road hedge, hedges in Woolwell would need to be considered.  
**The Clerk confirmed that it is being considered along with unadopted or 'No mans land' elsewhere in the Parish. As there was no Property Working Group meeting there is no new specification at present.**
- j) Councillor Mrs Hopwood asked which Parish Councillors represent each ward?  
**The Clerk confirmed that Bickleigh Ward is represented by Councillors Hitchins and Ellis. All other Councillors represent Woolwell Ward.**

## POLICE REPORT

### September

Assault - victim did not want to pursue complaint so no further action taken. Suspect was identified though and banned from premises assault took place on.

Improper use of telecoms. Papa Johns received unwanted 'nuisance' calls; suspect contacted and advised to cease calls. No further action required.

Theft from Motor Vehicle, Long Park Drive. No witnesses, CCTV or forensics. Crime filed.

Theft (other or by finding), Argaum Ruby Club. Mobile phone. No evidence. Crime filed.

Arson to Motor Vehicle outside Dartmoor Diner. No evidence. Crime filed.

TWO Shopliftings, One Stop Shop. Not in public interest to investigate as low value. Filed by Crime Management Hub.

### Information

PC Tamsyn Dingley will be back on patrol on Tuesday 31<sup>st</sup>.

Logs to mention; 17 September report of youths walking in road and kicking vehicles. Officers attended location at School Drive, but did not locate the youths.

RTCs; 2. Both single vehicle incidents and no one was hurt.

Halloween / Bonfire night posters available upon request. 'No Trick/No Treaters'.

## DISTRICT COUNCIL REPORT

Councillor Mrs Hopwood, District Councillor for Woolwell Ward reported:

- The most important issue in Woolwell this month is the start of the public consultation by Plymouth City Council on the A386 road upgrade. The consultation events are at the Woolwell Centre on 1 Nov from 1-5 and 4 Nov from 2-5.
- County Councillor John Hart has given £400 from his locality fund towards the Woolwell residents Christmas Lunch.
- The draft order from Devon County Council for no waiting restrictions on junctions along the main Woolwell Road is now out to public consultation until 3rd November.
- A geophysical survey of the proposed development site may have uncovered some sites of interest that need further research.
- Councillor Mrs Hopwood requested that the Parish Council include the Woolwell Christmas tree on their insurance again this year.

- Woolwell has been offered Nacho the gorilla (currently lives on Tavistock Road) and Bambinos has agreed that he can go on their land. Would the Parish Council look at adding him to their insurance?
- Councillor Mrs Hopwood reported that she is looking at getting a defibrillator that is for public use in Woolwell with a key coded entry pad to be placed in a location accessible by all. This comes with a cost of around £2000 but is something residents are keen to see.
- The One Council consultation has finished with a very poor turnout. Only 2807 residents in the South Hams responded out of an electorate just below 85,000. Of the total respondents of South Hams and West Devon 76% said no and 24% supported the One Council proposals. This proposal now goes to full council.  
**It was AGREED that the Woolwell Christmas tree can be added to the Parish Council insurance.**  
**It was AGREED that the Clerk will ascertain from the Parish Councils insurers if there is a cost to insure Nacho the Gorilla?**

In the absence of Councillor Hitchins, there was no District Council report for Bickleigh.

### **COUNTY COUNCIL REPORT**

County Councillor Hart reported:

- He has met with Minister to discuss devolution of Devon and Somerset County Councils.
- Looking to participate in the Business Rate pilot, will learn what is involved.
- Going on tour to talk about £22m budget reduction, not the £30m envisaged.
- Believed Nick Colton, Devon Highways, has spoken with owner of the Old Vicarage regarding the flooding and over hanging trees.
- In respect of the draft order regarding 'No waiting restrictions' it would be good to receive letters supporting this.
- Bickleigh mobile speed sign, those moving the sign required to have Chapter 8 training.  
**Councillor Turner reported that he and Councillor Mrs Crowe's husband had applied for the training however notification of the course arrived at very short notice. Had also believed that a grant was available for the purchase of tools but it transpired they would have to borrow from Ivybridge Parish Council and purchase their own safety equipment, i.e. hard hats, high viz jackets and boots.**  
**Councillor Hart reiterated that Chapter 8 training was needed to move the sign or they would not be insured. Councillor Hart may be in a position to purchase a mobile sign next year if it is still required and he will look into the costs of purchasing safety equipment to see if he can help. Storage of tools would also be required in a secure area.**
- County Councillor Hart asked about the Leat Walk sign mentioned in September's minutes.  
**The Clerk confirmed this is a District Council matter.**

Councillor Turner raised a number of issues along New Road. The collapsed pavement and hedge, whilst cut back now, are an ongoing issues for residents of Bickleigh. The footpath is buried under the hedge, it is a meter wide all the way down however where buried is only ½ meter and requires more work. There used to be a white line down the middle of New Road, telegraph poles are now buried in the hedge and the road is slowly getting narrower. He has spoken with Nick Colton who advised he would only intervene when encroached by a meter. All drains are blocked and fallen leaves are now not helping, there is no sign of road sweepers.

**County Councillor Hart will have the drains looked at.**

Councillor Turner reported that a pot hole, past the Barracks, has opened again, its now the third time. Also over the bridge on the road to Plympton where the stream is under the road it is ½ opened up.

**County Councillor Hart will take this up again.**

Councillor Mrs Spencer raised the flooding by the Old Vicarage as with no school bus service in Bickleigh children have to walk to the main road. The flooding, knee high at times, causes cars to mount the pavement.  
**County Councillor Hart reported problems with flooding elsewhere too, drains cannot cope with the heavier rainfall we now get.**

The run off is from arable land, given plans for this area its not going to get any better.

## REPORTS

### **a) The Woolwell Centre**

Mr Peterson, Chair of Trustees, Woolwell Community Resource Trust, reported:

- Two promising applications received from local people wishing to become trustees, these are being progressed.
- Main Hall Lighting. A quote for alternative work suiting the needs of the Centre and its users better, hoped to be of no higher cost to the Council (£1,950.49) requested from the Council's preferred contractor, RA Electrics.
- Other ongoing property maintenance issues will be dealt with through the usual routes between the trustees and the Council.
- A confirmed date and time for Councillors to visit the Centre to inspect the building requested.
- A brief update was given on a couple of the major community events being held at the Centre during October, these are:
  1. The Half Term Inflatadays, which is always well supported by local families.
  2. The Family Halloween Party which will see 200 local people attend for a family fun event at the Centre.
- An update on the two main 'Projects' the Trustees are investigating was given which are to update/replace the Kitchen Area and the Bar Area. These have been picked out as they have been neglected over years, leading to a lot of wasted time and money being spent on them. Not fit for purpose for the events being catered for and yet they are, and will continue to be, two of the main income streams for the charity. The Trustees are putting specs together and will then look at funding options available, including possible grants, including from organisations put forward by the Councillors and the Trustees' grant expert. These are large, long term but essential projects.

**A meeting was arranged for Councillors to attend the Woolwell Centre on 2 November at 8am.**

**Councillor Mrs Crowe advised that National Grid funding was still available. Trustees have to apply and if successful may help with some of the refurbishment of bar and kitchen project costs.**

Councillor Turner reported:

- Broken tap in toilet for the disabled is now fixed.
- Emergency lighting in upper area failed. It has been repaired however further failure is anticipated. A quotation will be obtained.
- There is an intermittent leak in upper meeting room Councillor Turner has been on the roof but nothing identified. He has plans but not detailed enough and no access to recess. It will need further investigation at a later date. Meanwhile will repair hole.
- He has spoken with carpenter regarding fire doors and he will be coming next week.

### **b) Roborough Recreation Hall and Playing Fields**

Councillor Mrs Owen reported:

- Playing fields, football team cannot play on the pitch due to damage being caused by grubs, badgers and rabbits. Using other pitches is costing a lot of money and the team may fold as they do not have the funds to keep paying out. They may consider relocating.
- Hall painted by volunteers giving it a fresh new look.
- New regular booking by a Mum and toddlers group.
- Craft fair on 18 November
- Sound system/projector now installed.

### **8923 DECLARATIONS OF INTEREST**

Councillor Prout declared a disclosable pecuniary interest in planning application 2290/17/HHO 6 Long Park Drive Woolwell PL6 7QE, as he is the householder.

Councillor Mrs Spencer declared a disclosable pecuniary interest in The Woolwell Centre, as Centre Manager.

#### 8924 MINUTES

It was unanimously **AGREED** that the Minutes of the meeting held on 28 September 2017 be signed as a correct record, subject to;

Amending District Council Report One Council Comment (no. 3) - Delete "Natural wastage will see 30% of the workforce go" and substitute "**Redundancies from T18 which saw workforce reduce by 30%. It is envisaged that the new council will require 8 less staff**".

Amending District Council Report One Council Comment (no. 6) - Delete "Budget deficit for District Council will be small whilst for WDBC it is large" and substitute "**Budget deficit in 2020 for District Council will be 800k and 1.1m for WDBC**".

Amending Minute 8918 a) Payment to Chubb Fire & Security Ltd, Reason for payment required.

Amending Minute 8919 a) – Delete "he would have" and substitute "**it would be costly to**".

#### 8925 MATTERS ARISING

Minute No. 8818 (c) Signs for Leat Walk/direction sign to Roborough village.

**The Clerk confirmed that the signage for Leat Walk has been reported again to the District Council and the signpost in Roborough village will be tidied.**

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

**County Councillor following up with Nick Colton. Nick Colton had been asked to attend a meeting to discuss further but he had declined..**

Minute No. 8911 (a) Mobile Speed sign for Bickleigh

**County Councillor Hart is looking into the requirements for Chapter 8 training.**

#### 8926 PLANNING

**a) Consideration of applications:-**

**3315/17/FUL** Rittal CSM Limited, Broadley Park Road, Roborough PL6 7EZ  
Partial extension to roof height (raising height of specific roof section by 3m)

**It was AGREED to RECOMMEND APPROVAL**

**3200/17/HHO** 5 Pinewood Drive, Woolwell, PL6 7SP

Householder application for a two storey extension

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

***(Councillor Prout left the room having declared a disclosable pecuniary interest in planning application 2290/17/HHO 6 Long Park Drive Woolwell PL6 7QE, as the householder).***

**2290/17/HHO** 6 Long Park Drive, Woolwell, PL6 7QE

Householder application for two storey extension to side – Re-ADVERTISEMENT

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

***Councillor Prout returned to the room.***

**3275/17/FUL** Bickleigh Down CofE Primary School

Replacement of existing timber rail fence with new 2.4m high welded mesh fence and gates, construction of new retaining walls to allow the existing steep playground to be re-levelled and other works to improve the

infant play area, and formation of a new gap in existing bank to allow new pedestrian access from public highways into the school playground.

**Councillor Blake suggested a site visit is carried out after the visit to the Woolwell Centre on 2 November, Councillors AGREED.**

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

None

**8927 WORKING GROUPS**

**a) Neighbourhood Plan (NHP)**

Ms L Gilmour, Secretary, Neighbourhood Plan Working Group reported:

The Regulation 14 Consultation of the BP Neighbourhood Plan deadline, for comments, passed on October 13<sup>th</sup>. However, both Shaugh Prior and The Environment Agency asked for an extension to the timescale. As both are fairly important to the Policies this has been granted.

There has been some feedback from a handful of parishioners, mostly saying the things that have already been taken into consideration and some from the businesses. The Plan's Consultant is reviewing these, including a 13 page response on behalf of a developer involved in the Woolwell Extension. Ms Gilmour has no idea what the developer has said other than general lack of agreement with the Plan.

The next step will be for the working group to meet to discuss any changes that are deemed necessary as a result of the feedback. This will be in November.

**b) Property and Finance**

There was no meeting in October.

(i) Consideration of tender documentation for 2018 grass cutting contract will be taken to the next Property Working Group meeting.

(ii) To consider the cost of a one-off cut of grass.

**The Clerk has received a quote for an end of season cut from an alternative contractor as follows – Roborough/Bickleigh £320 + VAT and Woolwell £640 + VAT. Existing contractor has been advised that the 3 year contract has now ended. Councillors discussed the quote and it was AGREED, 4 in favour, 3 against, to proceed given the time of year.**

**c) Signpost and Facebook**

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

**Councillor Mrs Crowe reported out of date information on the Parish Councils website including:**

**Jim Brokensha recorded under Police in your area.**

**Chris Lane recorded as a Councillor**

**September's minutes not DRAFT**

**8928 FINANCE**

**a) To report on Parish Council receipts and payments**

**Receipts**

Nil

**Payments**

RAE Services Ltd	156.00	130.00	CCTV maintenance
Devon Assoc. of Parish Cls	697.59	609.47	Subscription
Roborough Recreation Hall	50.00		Rent Oct.
Staff	28.60		Salary

HMRC	79.40		Tax
BT	9.07	7.56	Broadband
Mrs M Small (T Lambie)	37.50		Load copier to laptop
South Hams DC	1489.18	1240.98	Printing draft plan etc
REC Ltd	900.00	750.00	Asbestos Register
02	25.20	21.00	Mobile
PWLB	6833.66		Re-pay loan
BT	29.88	24.90	Broadband
Concorde Ltd	165.29	137.74	Copier
G D Hunt	35.00		Web maintenance
Future Cooling Solutions	129.00	107.50	Maintenance contract
Woolwell Centre	990.00		Grant

Councillor Mrs Spencer asked why there are so many staff reimbursements.

**The Clerk confirmed that Parish Councils, until recently could only make payments by cheque and not all Companies/individuals accept these. Rules around Parish Council finances have been amended enabling the Parish Council to have a debit card and this will be taken forward.**

#### 8929 CORRESPONDENCE

- a) Consideration was given to the consultation in respect of the proposed waiting restrictions in Woolwell.  
**It was AGREED that a positive response will be returned and the Clerk will take this forward.**
- b) Consideration was given to the consultation regarding the A386 Woolwell Roundabout to The George Junction..  
**It was AGREED that Councillors will respond individually.**

#### 8930 CHAIRMAN'S TIME

- a) Councillor Mrs Crowe enquired if there was an update in respect of removing the Roborough Village public telephone box?  
**The Clerk confirmed that the box is not being removed at the present time but it is understood that there will be further consultation in the future.**

#### 8931 DATE OF NEXT MEETING

**Thursday 23 November 2017, 7:30 pm, at the Woolwell Centre.**