

**Minutes of a meeting of Bickleigh Parish Council held on Thursday 26  
April 2018, 7.30pm at Roborough Recreation Hall**

**PRESENT**

Councillors : P W Hitchins (Chairman), F Turner, C Ellis, L Crowe, S Lusk, C Spencer.

**ALSO PRESENT**

Miss E Gilmour, Neighbourhood Plan Working Group  
Cllr Mr J Hart – Devon County Council  
Cllr Mrs N Hopwood – South Hams District Council  
Mrs M Small, Clerk to the Parish Council  
Mr S Clement-Large, Clerk to the Parish Council

Members of the public - nil

**APOLOGIES**

Cllr Blake  
Cllr Prout  
PC Tamsyn Dingley  
Mr J Peterson, Chair of Trustees, Woolwell Community Resource Trust

**OPEN FORUM**

Minute 8911 was raised by Councillor Hopwood – it was confirmed that mobile speed sign would be used in Parish Council Area as a whole.

**- REPORTS -**

**POLICE REPORT** (see Annex A at end of minutes)

**DISTRICT COUNCIL REPORTS** (see Annex B)

**COUNTY COUNCIL REPORT** (see Annex C)

**WOOLWELL CENTRE REPORT** (see Annex D)

Councillor Spencer left the meeting during these discussions.

**ROBOROUGH RECREATION HALL** (see Annex E)

**- COUNCIL -**

**8979 – DECLARATIONS OF INTEREST**

Councillor Hitchins declared a personal interest in any discussions on future development at Woolwell as a landowner in the area.

Cllrs. Hitchins, Turner & Lusk disclosed a personal interest in Roborough Recreation Hall

Councillor Spencer declared a disclosable pecuniary interest in any discussions on the Woolwell Centre.

### **8980 – MINUTES OF LAST MEETING MARCH 22<sup>ND</sup> 2018**

The minutes were confirmed and agreed.

It was reported re Minute 8818 that progress was being made re collapsed pavement opposite Old Vicarage.

Declarations of interest (esp re Roborough Recreation Hall) the Clerk reported that a call had been booked with South Hams monitoring officer.

### **8981 PLANNING**

(a) consideration of applications

**1184/18/TPO** Roborough Lodge, Tavistock Road, Roborough PL6 7BD.

It was reported that a report was awaited from the Tree Officer.

**0887/18/VAR** Lidl UK, Towerfield Drive, PL6 7FG

It was resolved to object to the full variation in hours, and recommend that deliveries should take place between 05.00 and 24.00 Monday to Saturday and that on a Sunday they should be restricted to between the hours of 06.00 and 22.00.

(b) Decisions taken by South Hams DC

None reported.

### **8982 WORKING GROUPS**

(a) Neighbourhood Plan

Cllr Hitchins left the meeting during these discussions.

#### **The following is a précis of report presented by Miss E.Gilmour – Secretary to the Neighbourhood Planning Group.**

The Regulation 16 activity having finished on 5<sup>th</sup> April we have no feedback at this time from the consultation itself, however we have feedback from SHDC. The feedback from SHDC referred to our Open Space section but feels it does not include sufficient information on areas for children's play vs sports.

There is a comment concerning Heritage assets and whether we rely on the JLP plus the need to align with the Woolwell Policy in the JLP with reference to Roads, schools, allotments and parking standards.

Our Consultant, Paul Weston, discussed these with SHDC, Tom Jones, on our behalf. He feels that the items are not likely to be significant to us or the Examiner.

We have been given the choice of 2 examiners. I, and Mr Lane, did prefer one of them. This is fortunate as SHDC have suggested this is the one we use as the other option does submit applications to them and therefore there is a conflict of interest.

This, however, does not give us much of a choice – none.

I requested more names and 2 have been sent to me while SHDC checks with them to see if they would be available. I will ask the Working Group to help make a decision once we have more information. If we have no other choice then we will be hoping to go ahead with the examination shortly.

I have no further information on the results of the JLP examination. The examiners are asking for feedback by 13<sup>th</sup> April with any potential major modifications. The date of interim findings is not yet disclosed.

On a separate issue I would like clarification from the Council on how to handle the data and email information that I, and Mr Lane, currently hold on their behalf. Given the standard being set for data protection coming in on May 25<sup>th</sup> I would like to be informed as to how to handle this, both before, during and after handover to the Council of the Neighbourhood Plan information and contacts.

In respect of the latter point The Clerk will be reporting back on GDPR issues.

(b) Property and Finance Group

The next meeting will be held on Thursday May 10<sup>th</sup> 2018 at Roborough Recreation Hall.

(c) Signpost

The Clerk will be reporting on communications in general at the next Council meeting

### **8983 APPOINTMENT OF NEW CLERK**

It was confirmed that Steve Clement-Large had been formally appointed as the new Clerk to Bickleigh Parish Council.

### **8984 MEMBERS CODE OF CONDUCT – DISPENSATION TO SPEAK**

It was agreed to set up a working group to look at and make recommendations to the Council. Membership of the Group would consist of Cllrs. Crowe, Blake and Prout. The group would use NALC notes on the subject to inform discussion.

### **8985 FINANCE**

(a) It was agreed to set up a Trade Account with ARCO in respect of Chapter 8 activities and associated likely purchases.

(b) Internal Audit – the books are currently with the External Auditor and will be back within the month.

(c) Parish Council Receipts and Payments

(i) Receipts – nil

## (ii) Payments –

The following invoices and requests for payment had been received and will be reported at the next meeting

Coodes LLP	£ 2502.52	(Woolwell Lease)
Landscape & Grounds Maintenance Ltd	£ 1140.00	(Grass Cutting)
The Woolwell Centre	£ 75.00	(Room Hire / Teas)
N.Prout	£ 56.25	(Travel, Ch 8)
F.Turner	£ 56.25	(Travel, Ch 8)
RAE Services Ltd	£ 3605.01	(Electrical works)
Came & Company	£ 4299.91	(Insurance)
M.Small	£ 304.29	(Clerk Salary)
HMRC	£ 76.00	(PAYE)

**8986 CORRESPONDENCE**

An email from SW Devon, concerning proposed names for a new development in Tamerton Foliot was discussed.

**8987 CHAIRMAN'S TIME**

(a) General thanks was recorded for the weekly voluntary litter-picking in Woolwell in particular

(b) There was discussion regarding fly-tipping as an ongoing issue.

(c) The website was discussed. The Clerk is to meet with the web designer when an appointment can be made.

(d) The office will, in general, with the appointment of the new Clerk, be open on a Tuesday, Thursday and Friday (between 9.30 -11.30)

(e) The Clerk is to start work on looking at introducing workplace pension. Cllr Spencer reiterated that the Staging Date for this should be Feb 1<sup>st</sup> 2017.

(f) District Cllr Hopwood asked for a consideration to be given to matched funding regarding a new play park and equipment for Cann Wood View. It was agreed that the matter should be considered by the Property and Finance group

(g) An issue was raised by Cllr Ellis regarding the moorland fence by the Dartmoor Diner.

(h) There were still some issues with grass-cutting in areas of Tramway and Redwing

(i) The possibility of a defibrillator to be sited at Roborough Recreation Hall was discussed and would be looked at further by the Property and Finance Group. Cllr Hitchins is to investigate further.

(j) A potential buyer of 21 Leat Walk, Roborough had contacted the council re the trees (in particular a large oak) on land adjacent. Further investigation and survey needs to be done.

(k) The Chairman and Council as a whole wished to extend their thanks formally to Mrs Marilyn Small for her work as Parish Clerk. It was agreed that there should, in due course, be a reception held for her, in honour of her service and retirement.

**8988 DATE OF NEXT MEETING**

The date of the next meeting – which will be the AGM – will be Wednesday, May 16<sup>th</sup> at 7.30pm. The venue will be the Roborough Recreation Hall.

**BICKLEIGH PARISH COUNCIL MINUTES ASSOCIATED REPORTS  
APRIL 26<sup>TH</sup> 2018**

**ANNEX A : POLICE REPORT**

- Crimes down 50% on previous month
- Mar 2 – Report of drunk driver – Woodend Road. Units attended – false alarm
- Mar 8 – Report of youths fighting & jumping on cars Skylark Rise – Units attended. No evidence or descriptions identified.
- Mar 13 & 16 – Youths throwing eggs in Skylark Rise & Woodend Road. Units attended – youths ran off. No description – and no damage discovered. CCTV footage inconclusive
- Mar 25 – Report of attempted burglary in Bickleigh (house alarm activated). Units attended – large spider had triggered sensor. False alarm.
- Mar 27 – aggressive male at Woolwell Centre, intimidating Centre staff. Male identified and spoken to at home address. ‘Words of advice passed’. Cllr Spencer raised concern over speed of response to 999 call – waiting over 20 minutes for response. Cllr Hitchins reported that response time had been good when he had used 999 when inebriated under-age drinkers had encroached and were behaving badly at the recent Dog Show. There was consensus however that as Bickleigh was on the Plymouth fringe from a policing perspective that, emergency coverage and general lack of visible presence was a concern. This was echoed in PC Dingley’s report - that patrol time is stretched within the South Hams due to large geographical area. Agreed that the Area Inspector should be contacted.
- Reports of youths hanging around Woolwell Centre intimidating users. Parents of those concerned have been given strong words of advice, and that if necessary, if it is recurring the ASBO route might be considered.
- General - PC Dingley would be very happy to meet with any group/coffee mornings informally to offer general crime prevention advice.

**ANNEX B – DISTRICT COUNCIL REPORTS**

(a) Councillor Hopwood (Woolwell Ward)

- Woolwell Residents Easter Egg hunt was a huge success again this year with around 100 young residents partaking in the hunt which was kindly supported with staff from the Woolwell Centre.
- As well as our Community book swap we now have a community DVD swap which is kindly being overseen by the Woolwell Centre. In fact I have to say without the support of the staff at the Centre I would not be able to do as many community events as are done. ( It was reported at the meeting that a meeting between the Council and the Community Centre trustees had taken place)
- The date has been set for our second Woolwell Community Funday which will be on 18th August and follow the same daytime format as last year. A plea has been put out for volunteers to keep costs down, so if any of the parish

councillors can spare time to help on the day it would be appreciated and they can leave contact details with the Centre Manager.

- Residents are pleased to see an improvement in the grass cutting and I look forward to a peaceful summer with the new contractor.
- Devon County Council have sent out a letter to most houses in Woolwell who have a hedge backing on to a pathway asking them to tidy it up if it encroaches the pathway
- The sudden announcement yesterday (April 25<sup>th</sup>) of the closure of the Studio School in Plymouth, will affect the children residents in Woolwell who attend and I have encouraged all those affected to lobby our MP Gary Streeter. I have also written to him asking for his support with those affected. He has replied and promised to lobby parliament for a debate on the imminent closure.
- Members of South Hams Council had an update on the Joint Local Plan this week. An interim report is expected by the Inspector in mid June with another 6 weeks public consultation probably starting in July. All correspondence will go to the inspector and it is expected that the final plan will be adopted late November if there are no major problems.
- It was good to see Councillor Turner attend an information session on the new Brownfield Site register yesterday which was informative. South Hams have published theirs on the website which is available for all to see. There are no sites within the Bickleigh Parish on this register at the moment. It will be updated annually.

I have managed to secure funding from South Hams to improve the Cann wood play park to the tune of £25,000 as long as it is match funded. There are other criteria that need to be met and I would be grateful if the council could agree support in principal to look in to this. It was agreed to look at this in Chairman's time later in the meeting.

(b) Councillor Hitchins (Bickleigh Ward)

- Devon CC in conjunction with West Devon, Teignbridge, South Hams, Torbay councils and Dartmoor NPA are consulting on a draft document to provide guidance for South Hams special area of consultation, particularly in respect of Greater Horseshoe Bats . A drop in event is being held on May 1<sup>st</sup> at PARKE.
- Dartmoor Local Plan review. Progress reported on the collection & collation of evidence to refresh the plan. A more flexible approach is being encouraged to encourage young people to stay resident within the Park, to help sustain village life and economies.
- Permission in Principle (PIP) The brownfield site seminar was regarded by those who attended as a little woolly and required more thought and detail.
- Flytipping. There have been 13 instances of white-goods dumping as well as 5 instances of builders/household rubbish. Main areas Tamerton Road, Broadley Ind.Est. Maristow Quay, Bickleigh Down Road / Blackeven Hill and Carron Lane. There was a general discussion about possible use of CCTV and signage.

## **ANNEX C – COUNTY COUNCIL REPORT**

Cllr Hart reported

**Cllr Hart reported as follows :**

- 700 potholes being reported every day. (300-350 being repaired) £ 4.5m Government money as well as £ 6.5m Devon CC money is being channelled into extra effort. It might be best in some instances to invest in drainage to avoid recurring issue ( eg as referenced by Minute 8818)
- Devon CC will be willing to financially support tools for the use of Bickleigh PC (ref Chapter 8 training) if Bickleigh provide a storage facility / shed. Mobile speed camera had been very effective in Wembury.
- Residents of the eco-village are requesting double-yellow lines on Towerfield Drive. Mainly in respect of lorries that often park-up overnight.
- Stronger letters may have to be issued to residents who have overhanging trees etc and are not taking remedial action. It was discussed that maybe work could be carried out by people doing Community Payback.
- Cllr Hart will get someone to look at Little Down Lane / Sopers Hill (nr Luke's Fruit Farm ) – in respect of flooding issues.
- Cllr Hart asked for specific issues to be emailed to him. This followed Cllr Crowe raising the issue of road-dip in Hele Close, Bickleigh. (Minute 8962a)

#### **ANNEX D – THE WOOLWELL CENTRE**

1. Current cash flow is extremely difficult with the following being key factors:
  - a. The bad weather meant cancellations of bookings
  - b. The Am/Pm Club bookings are lower than budgeted this month as the school has changed the terms in which it has its plays and school discos; and
  - c. The grant payment from Bickleigh Parish Council has not been received on time, which is welcome.
2. After appeal The Centre has now been granted 100% Rate Relief from South Hams.
3. The Centre now has initial plans for the kitchen and bar areas ready for approval so that the TAPS funding can be requested. However, please see below in relation to our grant request as it is linked to this.
4. A lot of work and improvements have been made to the property in the past month as part of the maintenance programme and I would like to formally thank Bickleigh Parish Council for this.
5. The Centre has applied to be part of the new 'Seamoor Lotto' being launched shortly and have signed up to attend the launch event in May. Many thanks to Cllr Blake for providing this information.
6. In the January 2018 Bickleigh Parish Council Minutes it was recorded that £150,000 had been granted to The Centre over the past 5 year's excluding maintenance. Although I agree this was a statement made in that meeting, I feel it important to formally record in these Minutes what I believe to be the case based on the last 5 years account of The Centre. I have set these out below, which equates to under £80,000.
  - a. £11,800 2017
  - b. £15,299 2016
  - c. £14,795 2015

d.	£16,689	2014
e.	<u>£20,956</u>	<u>2013</u>
f.	£79,539	TOTAL

A response to this is pending the return from holiday of Cllr Blake.

7. Finally, the councillors will have received a copy of a written one-off grant application that the Centre is making in the sum of £7,500 plus VAT in relation to building works at the Centre, which we believe will allow us opportunities going forward to increase our revenue.

#### **ANNEX E – ROBOROUGH RECREATION HALL & PLAYING FIELDS**

- Cllr Turner reported that the damaged glass at the Pavilion had been repaired
- He also reported that the water supply had been restored
- Cllr Hitchins reported that the football field remains unplayable due to badger and rabbit damage. It is considered a H&S risk to players.
- Junior Pitch which was out of bounds because of National Grid work has been restored. However during the recent bad weather severe ponding has occurred; and renovation work appears to have been carried out badly – making it unfit.
- The hall continues to increase in popularity and the completion of the parish office is underway. Kitchen remodelling is being undertaken.
- A big thankyou is recorded to volunteers who give so generously of their time and helped repair the recent storm damage.