

BICKLEIGH PARISH COUNCIL

The Council Offices, The Woolwell Centre, Darklake Lane, Woolwell, PL6 7TR
07508 324699

parishclerk@bickleigh.gov.uk

17th May 2022

To all members of Bickleigh Parish Council

Dear Councillor,

You are summoned to attend the Annual Meeting of Bickleigh Parish Council which will be held on **Tuesday 24th May 2022 at 7.30pm** following on from the Annual Parish Meeting in the Woolwell Centre.

2022 61 Election of officers

- 1. Election of Chair**
- 2. Election of Vice-Chair**
- 3. To consider expressions of interest in joining the Council and vote for a co-optee.**

Open Forum

There will be an open forum of 15 minutes at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish.

2022 62 To receive apologies.

2022 63 Declarations of pecuniary and other interests

To declare any pecuniary and other interests in items on the agenda. (Councillors with a pecuniary interest must leave the meeting for the relevant items).

To consider the dispensation request from Cllr Tamsett-White

2022 64 In accordance with the Public Bodies (Admission to Meetings) Act 1960, S1(2), the Council is to determine which items, if any, should be taken with the public excluded

2022 65 Minutes of the Parish Council Meeting on Thursday 28th April 2022

To approve the minutes

2022 66 Matters arising from the minutes of the last meeting.

Installation of new noticeboard at Bickleigh

Installation of Platinum Jubilee Bench

Office rent payment to the Woolwell Centre

2022 67 To review the Committees, sub-committees and working groups and their delegation arrangements and terms of reference and agree representation by members on the committees, sub-committees, working groups and other bodies as detailed in the Scheme of Delegation (Distributed previously)

2022 68 To approve Parish Council arrangements

To confirm insurance arrangements – Ansva - £3004 to 5th June 2023

To review subscriptions to other bodies:

DALC £734.81

Grass-cutting contract with Arborcure to end 2022

2022 69 To review and adopt the following policies and council documents:

Statement of Internal Control (Reviewed May 2022)

Financial Regulations (Reviewed May 2022)

Register of Fixed Assets (Revised May 2022)

Scheme of Delegation (New)

Standing Orders (Reviewed May 2022)

Financial Risk Assessment (Reviewed May 2022)

2022 70 To agree the dates for the year's meetings (October already agreed for 20th October)

2022 71 Finance

a) To approve the payments as listed in App 1

b) To consider the grant application from Woolwell Crafters for £450

c) To consider the grant application from The Lopes Arms towards a defibrillator

d) To consider the purchase of a second VAS camera:

PTSC 914 Radar activated 'SLOW DOWN' message £1695.00 + vat

PTSC 823 Solar kit £475.00 + vat

Optional data-logging facility and PC based traffic statistics software £250.00 + vat per sign

e) To Receive the End of Year Accounts (Distributed previously)

f) To consider the renewal of the contract with the internal auditor for 2022-2023 (£250)

2022 72 Audit and Annual Governance and Accountability Return

a) To receive the annual internal audit report (Distributed previously) and agree any actions in response to it

b) To approve Section 1 of the Annual Governance Statement 2021-2022

c) To approve Section 2 Accounting Statements 2021-2022

d) To agree the dates for the period for the exercise of public rights - (The inspection period must be 30 working days inclusive and must include the first 10 working days of July.)

Proposal from clerk that it is announced 27th June and period runs from 29th June to 9th August

2022 73 Bickleigh telephone box community library

To consider the request for the telephone box community library to be repaired and repainted

2022 74 Planning

a) To consider the following planning application

- i) 1130/22/VAR Application for variation of condition 1 (shelter to be removed) of planning consent 04/0919/07/F Field North Of Hampool Cottages At Sx528 630 Bickleigh

- ii) 0934/22/FUL Construction of a new crematorium facility with associated access drives, car parking, ancillary accommodation and service yard. Land At Sx 499 632
Tamerton Road Roborough
- iii) 0943/22/HHO Householder application for conversion of existing integral garage into shower room & utility area 3, Maple Way. Woolwell PL6 7SS

2022 75 Standing Item: Update on the Barwood planning applications 4185/19/OPA and 4181/19/OPA

2022 76 To consider the request for the installation of speed humps on the road into and through Bickleigh.

2022 77 Neighbourhood Plan Standing Item:
Update on the Plan review

2022 78 Roborough Recreation Hall.

To receive an update and feedback on MPC Trustee status.

To resolve to follow the obligation as Custodian Trustee to receive annual accounts from the Recreation Hall Committee.

2022 79 Woolwell Centre

- a) **To consider the quotes received for the professional management of a comprehensive maintenance project.**
- b) **To consider the Solicitor's update regarding work on the lease agreements and agree the way forward.**



Sally Smale
Bickleigh Parish Clerk