

BICKLEIGH PARISH COUNCIL

The Council Office, The Woolwell Centre, Darklake Lane, Woolwell, PL6 7TR

Office opening hours: Monday & Tuesday 11:00 – 15:00hrs

(other times by appointment)

E-Mail: parishclerk@bickleigh.gov.uk

24th November 2019

To members of Bickleigh Parish Council

Dear Councillor

You are duly summoned to attend a Full Council Meeting of Bickleigh Parish Council to be held at
The Woolwell Centre on Thursday 28th November @ 7:30pm.

Mrs Karenza Heald

Clerk / RFO to the Parish Council

AGENDA

1. **APOLOGIES**
2. **OPEN PUBLIC FORUM** subject to the discretion of the Chairman the length of time for public participation shall not exceed 15 minutes.
3. **POLICE, COUNTY COUNCILLOR & DISTRICT COUNCILLOR REPORTS**
4. **DECLARATIONS OF INTEREST**
5. **DIVISION OF AGENDA**
6. **APPROVAL OF MINUTES FROM THE PREVIOUS MEETING**
7. **BICKLEIGH PARISH COUNCIL ROBOROUGH HALL COMMITTEE REPRESENTATIVE UPDATE**
8. **TO NOTE ACTION TAKEN REGARDING REPORTED POTHOLE**
9. **UPDATE REGARDING THE REVIEW OF ST MARYS CHURCHYARD GRANT REQUEST**
10. **REVIEW OF ELECTRICAL TESTING COMPLETED IN THE WOOLWLL CENTRE**
11. **WOOLWELL CENTRE LEASE**
Update from Cllr N Hopwood / Cllr L Taylor
12. **COUNCIL OFFICE MOVE**
 - (a) Update on Bickleigh Parish Council's planning application
 - (b) Update on the purchase of the portacabin
13. **WOOLWELL IN BLOOM**
 - (a) Update on documentation received from Woolwell in Bloom.
 - (b) Communication from Bickleigh Down regarding plans for a Wildlife garden
 - (c) Clerk's update regarding Bickleigh Parish Council's insurance requirements for volunteers

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- (d) Update on lease signing of Bickleigh Parish Council lease with South Hams District Council for land in Woolwell Road for Woolwell in Bloom.

14. SPEEDING

- (a) Recommendations regarding Chapter 8 training.
- (b) To agree where to place the speed camera within the parish

15. FINANCE

- (a) Approval of payments as presented at the meeting
- (b) To report the current bank balance
- (c) Update on the transfer from Cooperative bank to Unity Trust.
- (d) To consider purchase of office;365, (upgrading the Council's current Microsoft package).
- (e) Update from Budget & Precept working group

16. POLICIES AND PROCEDURES

- (a) To consider adoption of the Complaints procedures, with amendments agreed from the last meeting (deferred from the meeting on 24th October 2019)
- (b) To discuss options to include in the draft social media policy
- (c) To review the Lone worker policy
- (d) To review gaps in Bickleigh Parish Council's Standing Orders
- (e) Update from Cllr Haymes on outstanding policies and policies

17. TELEPHONE

To consider the Clerks' recommendations for future telephone and internet communication.

WORKING GROUPS

18. CLIMATE CHANGE

To receive report and review recommendations (see circulated notes)

19. GREEN SPACES

- (a) To consider recommendations for completion of tree survey
- (b) Review quotations for hedge cutting in Darklake Lane.
- (c) Update on hedge cutting completed at Roborough Green, Leat Walk
- (d) Update and recommendations from the working group (see circulated notes)

20. WOOLWELL CENTRE MAINTENANCE AND GRANT REVIEW

To receive update and consider recommendations (see circulated notes)

21. COUNCIL ASSETS

To receive update and review recommendations (see circulated notes)

22. PLANNING APPLICATIONS

- (a) **Appeal reference: APP/K1128/W/19/3237609**

To consider review of Planning application reference: 0153/19/FUL

Applicant name: Mr & Mrs C & R Hatterly

Address: "Rose Cottage", Station Road, Bickleigh

Description: Subdivision of dwelling (5 bedrooms) into 2 dwellings (2 bedroom & 3 bedroom dwellings)

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(b) To consider planning application ref: 3512/19/CLP

Applicant name: Mr & Mrs Griffiths

Address: 38 Skylark Rise, Woolwell, PL6 7SN

Description: Certificate of lawfulness for proposed stationing of mobile home with cartilage of dwelling.

(c) To consider Planning application ref: 3459/19/HHO

Applicant name: Mr A Howe

Address: 16 Blackeven Close, Roborough, PL6 7AX

Description: Householder application for single storey extension to front elevation new roof over.

(d) To consider approval of listed building consent for external alteration ref: 3545/19/LBC

Site: Pediment House, Bell House, East, South, Wet Wings & East & West

Address: Stables Houses, Maristow House, Maristow, Roborough, PL6 7BZ

(e) To consider SHDC's request for Tree Preservation Order

(No 998) on land to the South of Woodlands House, Station Road, Tamerton Foliot

(f) Update on SHDC planning decisions

(g) Update on BPC planning training

23. TO CONSIDER OPTIONS FOR THE STORAGE OF BICKLEIGH PARISH COUNCIL'S GRITTER

24. TO AGREE PREFERRED INTERNAL COMMUNICATION METHODS

25. PUBLIC BODIES ADMISSION TO MEETINGS

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 section 1 (2) and Local Government Act 1972 s100 (2) the public and press leave the meeting because of the confidential nature of the business to be transacted.
CLOSED SESSION

26. TO CONSIDER THE RECOMMENDATIONS FROM THE STAFFING COMMITTEE (see circulated notes)

Karenza Heald
Clerk/RFO