

BICKLEIGH PARISH COUNCIL

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

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Minutes of the meeting of Bickleigh Parish Council which was held on Thursday 29th July 2021 at 7.30pm in the Woolwell Centre.

There was 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.

The following matters were raised by District Councillor Nicky Hopwood:

- Action is required about the brambles on the patch of land at the end of Clover Rise. The PC needs to check ownership of the land before doing any work.*
- The PC needs to write to her formally to request that she pay for a new bin at the end of Pick Pie Drive as discussed at the June PC meeting.*
- She has concerns about weed control in the roads at Woolwell and it was explained that this will be part of the PC review meeting with the grass cutting contractor.*

The meeting convened.

Present: Councillors Spencer, L Taylor and J Taylor in the Woolwell Centre

Present and observing on Zoom: Councillors Blight and Rundell

Apologies: Councillors Haymes and Tamsett-White

In Attendance: Helen Nathanson (Parish Clerk), District Councillor Hopwood

1. To elect a Chair of the Parish Council.

Councillor Rundell opened the meeting as Vice Chair.

An election was held for the new Chair. Councillor L Taylor proposed and Councillor J Taylor seconded that Councillor Spencer be elected as Chair and this was agreed unanimously.

Councillor Rundell proposed a vote of thanks for Councillor Barrie Spencer for his contribution to the Parish Council and all agreed.

2. To receive apologies.

Councillor Spencer took over as Chair of the Meeting.

It was resolved to accept the apologies.

3. To declare any personal or pecuniary interests in items on the agenda and the nature of that interest.

Councillors Spencer and Haymes have a pecuniary interest as employees of the Woolwell Community Resource Trust.

Councillor J Taylor declared a pecuniary interest in Item 14 Payments for the payment to ViewMe.

Councillor Rundell declared a pecuniary interest in Item 14 Grant Funding.

4. To approve the Minutes of the Parish Council Meeting on 24th June 2021.

It was resolved to approve the Minutes of the meeting on 24th June 2021.

5. To receive reports from County and District Councillors.

District Councillor Barrie Spencer sent a written report in advance, which is attached to the Minutes.

6. To raise any matters arising from the minutes of the last meeting, including updates on the following:

- Speed radar – Councillor Blight gave an update. The unit has been repaired and upgraded and he has tested it at home. It will next be up in Bickleigh this weekend and he will arrange this. In future it will be on a monthly rotation around the parish.
- Bus Shelter on Pick Pie Drive – planning permission is unlikely to be needed unless the replacement is particularly large. Cllr J Taylor mentioned that other similar bus stops have had the Perspex removed so that they cannot be vandalised. Cllrs discussed this and agreed not to look at a replacement for the time being as the unit is structurally sound.
- Community Speedwatch – the Clerk has contacted the local police and is awaiting details.
- Pinewood development – The names for the new streets will be Acorn Drive and Aspen Close. It was noted that building work has started on the site and the Parish Council is aware that concerns have been raised again about the development and the need to review the Neighbourhood Plan urgently to prevent similar sites being developed. This was discussed at Item 11.
- Consultation with Roborough residents about the plot of land where the Horse Chestnut grew – this will be done in the next couple of months.
- The request for yellow lines outside Venture House in Roborough has been passed to DCC Highways and will need to be considered at the Traffic Orders Committee (HATOC) for approval. This process can take several months. The lines need to be just on the corner of the House.
- Use of Roborough Hall for meetings – another group will be using the Hall on Thursday evenings so it will not be available for use by the PC. The Hall Committee will also therefore be changing the time of its meetings.

7. To receive an update on the Woolwell Centre, including the following matters:

- To consider the quote for works to fire exits – this will be discussed at the next meeting.
- To consider how to approach the roof works which are required as a condition of insurance – it was agreed that two more quotations are required and then councillors will need to discuss whether a PWLB loan is required to fund the work. Councillor L Taylor agreed to arrange the quotes and it was also agreed that help is required in identifying the scope of the works. The PC has been told that the felt is in good condition but there is still a leak somewhere, the source of which cannot be found, and it may need the whole roof to be replaced. A meeting of the Woolwell Centre WG will be arranged for September.
- To receive an update about the new lease between SHDC and the PC – a draft has been produced and the PC needs now to appoint its own solicitors both for this and to draw up the lease between the PC and the Woolwell Centre Resource Trust.

8. To receive an update from the Communications Working Group.

The communications leaflet has been delivered or posted locally and the Chair thanked councillors for their contribution to this.

9. To note that Councillor Barrie Spencer has resigned and to agree a process for recruitment to the two vacancies on the Parish Council.

This was noted. The notice of co-option has been posted on the website and the closing date for requests for an election is 18th August. If this has not happened then the vacancy will need to be filled by co-option.

10. To agree a policy on virtual and in-person meetings.

Councillors were aware that legislation no longer permits remote meetings to be held. However, in view of the current Covid case rates and the fact that some councillors and staff have to remain cautious for medical reasons, it was agreed to allow hybrid meetings in order to ensure that Council business could still be progressed. Any such

meetings will be held on the basis that those councillors in attendance in person must form a quorum. Working Groups may meet remotely as required. Members of the public can also attend remotely if they need to and a link will be provided.

11. Planning

- To consider the following planning applications which can be viewed on the [SHDC website](#):

- 2006/21/FUL** Use of land for dog walking and exercise, provision of hard standing, fencing and shelter
Land at SX 489624, Soper's Hill, Roborough, Plymouth, PL6 7EZ
Councillors supported this application.
- 1945/21/FUL** Installation of two covered outside areas for children
Bambinos Day Nursery and Nursery School, School Drive, Woolwell, PL6 7TH
Councillors supported this application.
- 2009/21/HHO** Householder application for proposed single storey rear extension
57 Ferndale Close, Woolwell, Devon, PL6 7HJ
Councillors supported this application.
- 2784/21/FUL** Full Planning Application to remove the underground tanks and over ground installations and replace with modern above ground tank. Installation of an above ground tank with dispensers, a fuel management system, AdBlue tank, dispenser, lighting, signage, traffic barriers and road markings.
MTFI Facility, Bickleigh Barracks, New Road, Bickleigh, PL6 7AJ
Councillors supported this application.
- 2436/21/HHO** Householder application for proposed single storey rear and side extension
7, Woodend Road, Woolwell, PL6 7RQ
Councillors supported this application.
- 2494/21/HHO** Householder application for demolition of existing utility and construction of extension
70, The Heathers, Woolwell, PL6 7QT
Councillors supported this application.

- Standing Item: Barwood planning applications 4185/19/OPA and 4181/19/OPA
There was no update at this point as the Transport Assessment is still awaited.
- Standing Item: To consider the update to the Neighbourhood Plan and to discuss inviting residents to join a Working Group to help carry out the review. Councillors agreed that they would like residents to be involved. Councillors Rundell, Spencer and Blight agreed to form a group to look into this and District Councillor Hopwood volunteered to join. A short initial meeting will be arranged to discuss ideas for how to attract and involve residents.

12. Standing Item: To receive updates about any emerging general Parish matters.

- Hedge cutting along New Road – reports have been received about the hedge impeding pedestrians using the footpath and this has been reported to DCC, who are investigating. The local Highways Officer has contacted the landowner and is awaiting a response.
- Aspects of the grass cutting contract need to be reviewed and a meeting set up with the contractor. This will take place in the first part of August.
- Airband is the new company contracted to provide broadband to areas which BT Openreach cannot connect. Within the Parish, this will apply to properties in Maristow and the rollout is due in the middle of 2022. This was noted.

13. To receive an update from the BPC representative for Roborough Recreation Hall.

The Hall is now open and the pitches are being repaired. The Committee has several items which will require funding in the near future including resurfacing the car park and upgrading the kitchen. The Parish Council may be approached for help with the cost.

14. Finance

- To receive the report from the Internal Auditor.
This was noted. The Finance WG will look at it in more detail.
- To receive a request for grant funding from the Bickleigh Parochial Church Council.
Cllr Rundell left the meeting at this point and did not take part in discussion or vote.
Councillors noted that the PCC has an environmental policy and that they are leaving some areas for wildlife but need to cut around the graves for safety reasons.
Councillors agreed to award the funding. The Chair thanked the PCC for the paperwork submitted for this application, which was detailed and helpful.
- To approve the following payments (invoices had been sent to councillors electronically):

Date	Payee	Total	VAT	Net	Details
26/6/21	Chubb	£316.57	£52.76	£263.81	Fire Alarm Service
26/3/21	Arborcure (invoices sent to wrong address)	£816.00	£136.00	£680.00	Removal of Horse Chestnut in Roborough
		£1,872.00	£312.00	£1,560.00	Grass cutting April/May
		£1,872.00	£312.00	£1,560.00	Grass cutting June/July
		£288.00	£48.00	£240.00	Grinding of Horse Chestnut stump
	Julie Snooks	£375.00			Internal Audit fee
15/7/21	Viewme	£35.00			Repairs to Pick Pie Bus Shelter
12/7/21	Plymouth Plumbers	£72.00	£12.00	£60.00	Woolwell Centre plumbing repairs
9/7/21	Totally Guttered	£425.00			Gutter clean on Woolwell Centre
22/6/21	Woolwell Centre	£90.00			Grant to Bickleigh School for Year 6 disco
30/6/21	Pandora Tech Ltd	£996.00	£166.00	£830.00	Speed radar refurbishment
9/8/21	ICO (DD)	£40.00			Data Protection Fee
9/7/21	J Hallam Ltd	£56.00			Legal Expenses Cover 1 – Insurance
		£39.20			Legal Expenses Cover 2 - Insurance
		£2,012.65			Insurance Premium
10/7/21	EE (DD)	£24.79	£4.13	£20.66	Monthly Phone and Broadband
22/7/21	Wendy Haymes	£71.61			Postage for community leaflets
	TOTAL	£9,401.82	£1,042.89	£5,214.47	

It was resolved to approve the payments listed above. Councillor J Taylor did not vote on the payment to ViewMe.

15. The correspondence was noted and it was agreed that councillors would respond individually.

- SHDC has launched a consultation about enhancing biodiversity and managing its green spaces for wildlife. Responses are invited from all residents and it closes on 5th August. The link to the consultation can be found on the SHDC website: <https://www.engagement.southhams.gov.uk/enhancingbiodiversity>
- SHDC has launched a consultation called Better Lives for All - developing a new long-term strategy for the district. Residents are invited to take a look at how the draft strategy is shaping-up so far <https://www.engagement.southhams.gov.uk/betterlivesforall> and to submit your own views at <https://www.engagement.southhams.gov.uk/betterlivesforall>
- In March, the government announced a new National Bus Strategy - Bus back better – and a full public consultation will be launched once the Bus Service Improvement Plan is published in October. However, prior to this as an initial step, and to help understand the current views on the bus network and its contribution to the overall transport network in Devon, key stakeholders are requested to respond to provide some initial feedback. The Parish Council has been invited to respond (see link in email).
- Local residents, businesses and community organisations are being asked for their views on establishing a community-led electric car and bike club for the South Hams via a short online survey. The survey is being

promoted by South Hams District Council and would give affordable access to electric cars for everyone, whilst also supporting the shift to zero carbon transport. The survey is available at <https://bit.ly/ElectricSHams> and is open until 24 August 2021.

- The PC has been consulted as a stakeholder in a new survey on forest management. More details are available here [Stakeholder Consultation Guidance | Soil Association Certification](#)

Councillors agreed to respond individually to the above consultations as required.

16. To note the date of the next meeting on Thursday 23rd September 2021 at 7.30pm in the Woolwell Centre.

This was noted and the meeting ended at 8.40pm.

If there are any urgent or time-related decisions required before the next meeting then they will be agreed by an email majority.

Councillor Carole Spencer
Chair