

BICKLEIGH PARISH COUNCIL

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

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Helen Broughton

Helen Broughton, Bickleigh Parish Locum Clerk

21st October 2022

To all members of Bickleigh Parish Council

Dear Councillor,

You are summoned to attend the Meeting of Bickleigh Parish Council which will be held on **Thursday 27th October 2022 at 7.30pm in the Woolwell Centre.**

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.

There will be a short talk about the Definitive Map of public rights of way and how changes can be made to it.

1. To receive **apologies for absence**.
2. Members to declare any **pecuniary and other interests** in items on the agenda.
3. To note any **dispensations** received.
4. To agree that the **minutes** of the Parish Council Meeting held on 22nd September 2022 be signed by the Chair as a true record.
5. To note the following (for information only)
 - a) Draft minutes of the Finance Committee meeting (*circulated*)
 - b) Notes of the Woolwell Centre Working Group (*to be circulated*)
6. To note the **resignation** of Cllr Hames and **appoint** a Vice Chair.
7. To receive **reports** from County and District Councillors.
8. To receive the **Clerks Report** (for information only)
9. **Road Safety**
 - a) To support a request for a Pelican Crossing to be installed in Bickleigh Village outside the barracks on New Road and for double yellow lines to be painted (*email circulated*)
 - b) To consider a speed camera for Woolwell.

- c) To agree other action on road safety, including Speedwatch.
10. To review action taken, expenditure, and consider future action following traveller incursion.
11. To agree action on **cutting of hedges** around Roborough Green.
12. To consider Bickleigh PC joining **Sustainable South Hams CIC**. (*Email circulated*)
13. **Finance**
- To note the bank reconciliation as at 30 09 2022. (*Appendix A*)
 - To note receipts and payments as at 30 09 2022. (*Appendix B*)
 - To note the projected financial position as at 31 03 2023. (*Circulated*)
 - To agree a date for the Finance Working Group to start considering next year's budget.
 - To note the conclusion of the external audit and auditors report (*Appendix C*).
 - To approve the following payments (*invoices sent electronically to Councillors*)

Pre-paid

SUPPLIER	DETAILS	TOTAL	VAT	NET	NOTES
Cutec	Monthly charge & Exchange	62.4	10.4	52	DD
Cutec	Amending DNS records	27	4.5	22.5	DD
Woolwell Centre	Room hire 27/10	35	0	35	Past due date
Future Cooling Solutions	Replacement of filters Woolwell	136.32	22.72	113.6	Past due date

For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET	Centre	Budget remaining
Future Cooling	Replace pump	1,024.80	170.80	854.00	Heating	-591
Future Cooling	Pipework modification	162.00	27.00	135.00	Heating	-725
PKF Littlejohn	External Audit 21/22	360.00	60.00	300.00	Audit	255
Expedite	Payment 4	5,084.40	847.40	4,237.00	Legal & Prof	-6764
SLCC	Locum Fees September	1,896.00	316.00	1,580.00	Locum fees	3420
Western Web	New website design	636.00	106.00	530.00	IT	549.5
Woolwell Centre	Room hire 24/11	40.00	0	40.00	Room hire	536
TOTAL		9,203.20	1,527.20	7,676.00		

- g) To approve a recommendation from the Finance Committee that local contractors be used, where possible and if competitive.

14. **Woolwell Centre**

- a) To agree that the Clerk in consultation with the Chair be delegated authority to approve the following expenditure (excluding vat) if required between meetings (from the £20k additional grant):
 - Up £2,000 for a new boiler or repairs should the existing boiler be found unsafe.
 - Up to £2,000 for roof repairs and fire authority remedial works.
- b) To approve expenditure of up to £850 for preparing land registry plans and CAD site plan
- c) To agree further expenditure on legal fees to finalise the lease.
- d) To note the building conditions' report from Expedite and agree action. (*Circulated*)
- e) To receive an update from the Working Group. (For information only)

15. **Planning**

To consider the following planning applications:

3060/22/HHO - Hedgerow Close, Woolwell PL6 7SB. Householder application to replace external render on the existing extension with fibre cement cladding

3064/22/HHO - 11 Blackeven Close, Roborough, PL6 7AX. Householder application for proposed first floor rear extension over existing ground floor rear extension

3308/22/FUL - Rose Cottage, Station Road PL6 7AL. *Siting of a single storey lodge for holiday let accommodation, including wheelchair access.*

3263/22/TPO - 18 Blackeven Close, Roborough PL6 7AX. T1: Ash - No works, T2: Ash (twin trunk) - Fell and remove due to ash dieback, T3: Ash (twin trunk) - Fell and remove due to ash dieback, T4: Ash (twin trunk) - Fell and remove due to ash dieback, T5: Ash - Fell and remove due to ash dieback, T6: Ash - Fell and remove due to ash dieback, T7: Ash - Fell and remove due to ash dieback, T8: Ash - Fell and remove due to ash dieback, T9: Ash - Fell and remove due to ash dieback and T10: Ash - Fell and remove due to ash dieback

1098/22/OPA - Haxter Lodge, Tamerton Road, Roborough PL6 7BT. Outline application with some matters reserved for erection of a school

16. **Neighbourhood Plan Standing Item:** Update on the Plan review.

17. **Roborough Recreation Hall:** To receive an update.

18. To agree the **date of the next meeting** and date of the Budget Meeting in January 2023.

19. Members to resolve to **exclude the press and public** from the meeting during the consideration of staff matters which are confidential under Section 100(A)(2) of the Local Government Act 1972

20. To consider **staff matters** and agree action