

BICKLEIGH PARISH COUNCIL

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

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Minutes of a meeting of Bickleigh Parish Council held on Thursday 27th April 2023 at 7.30pm at the Woolwell Centre, Woolwell PL6 7TR

Present: Councillors Carole Spencer (Chair), Paul Blight, Brian Hill, Lindy Scott, Jackie Taylor, Larry Taylor, Lynn Tamsett-White.

In Attendance: District Councillor Barrie Spencer, Mrs Helen Broughton (Clerk) and 3 members of the public.

Open Forum

An update was given on volunteers' day at which 40 plus volunteers were expected to attend. More details would follow in Woolwell Matters.

There was a query regarding if planning permission was required for housing for a mobility scooter. The resident was advised to contact the planning hotline and Cllr B Spencer would pass on the telephone number.

An update on the defibrillator application was given. Permission from diocese had been obtained. £300 from Cllr B Spencer's Locality Fund had been secured. Replacement of pads and ongoing maintenance will be funded by The Village. Western Power have advised that there is an unmetered power supply.

It was asked who would be maintaining the Coronation bench. The resident was asked to send the Clerk details.

2023 60 **Apologies for absence:** Cllr N Hopwood.

2023 61 **Declaration of Interests**

Councillor L Tamsett-White declared a pecuniary interest as an employee of the Woolwell Centre and Councillor C Spencer declared an interest in a planning application for 9 Ashtree Close as this was a neighbour.

2023 62 **Dispensations**

Councillor L Tamsett-White had received a dispensation to speak and vote on items relating to the Woolwell Centre.

2023 63 It was agreed that the **minutes** of the Parish Council Meeting held on 23rd March 2023 be signed by the Chair as a true record.

2023 64 The Woolwell Centre Working Group minutes of a meeting held on 12th April 2023 were noted.

2023 65 **County and District Councillors reports**

a) District Councillors – Cllr B Spencer

Councillor B Spencer gave a verbal report and would circulate a written report (Appendix A)

b) Police: not present and no report.

c) County and District Councillors reports

It was felt that a written report prior to the meeting from District Councillors would be useful to give time to consider information. Cllr B Spencer agreed to consider this but advised there was no requirement that he produce a report.

It was proposed and seconded to request that speakers supply a report in advance of parish council meetings and that this section of the meeting be kept to 10 minutes. This was unanimously approved.

2023 66 Clerks Report

- i. The action list was noted. The speed sign had not yet been installed. Cllr Hill would confirm the location with Cllr Hopwood and arrange for installation.
- ii. Expenditure of £216 and £468 on drainage clearance at the Woolwell Centre, approved under delegated powers, was noted.

2023 67 Finance

- a) Bank reconciliations as at 31st March 2023 were noted
- b) Income and Expenditure as at 31st March 2023 was noted (*Appendix B*)
- c) A summary of receipts and payments for the 2022/23 Council year was noted
- d) The detailed and summary unaudited annual return for the 2022/23 council year was noted. This showed expenditure over income of £3,810.
- e) It was noted that the Q4 VAT S 126 reclaim has been submitted
- f) The Statement of Internal Control was considered and adopted
- g) The Risk Management Schedule was considered and adopted
- h) It was agreed to approve a grant request from the Woolwell Centre for £20,000, payable in 2 instalments in May and October
- i) A grant request by Bickleigh Village Fund for £1,500 for a defibrillator was approved
- j) The following payments were approved, other than a payment to Collards for the VAT element of an insurance claim that was being checked by the Clerk. It was noted that invoices had been sent electronically to Councillors.

Pre-paid

SUPPLIER	DETAILS	TOTAL	VAT	NET
Cutec	April 365 exchange plan	62.40	10.40	52.00
Future Cooling	HVAC servicing contract	129.00	21.50	107.50
Lanes Drains	Drainage clearance Woolwell CP	216.00	36.00	180.00
Lanes Drains	Drainage clearance Woolwell CP	468.00	78.00	360.00
Cutec	Spam email work	27.00	4.50	22.50

For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET
Chubb	Emergency lighting service	255.78	42.63	213.15
Chubb	Fire Alarm service	379.36	63.23	316.13
South Hams	22-23 dog bin emptying	187.20	31.20	156.00
Searles	Roborough Green posts	3600.0	600.0	3000.0
DALC	NALC and DALC subs 23 24	812.18	92.19	719.99
Kovia	Asbestos survey	114.00	19.00	95.00
DM Payroll	Payroll service 23 34	120.00	0.00	120.00
Roborough VH	Room hire March	45.00	0.00	45.00
H Broughton	Salary April	637.94	0.00	637.94
HMRC	Tax and NI	975.26	0.00	975.26
Woolwell Ctr	May room hire	60.00		60.00

2023 68 **Woolwell Centre**

- i. It was agreed to discuss expenditure of up to £2,000 on professional fees with Expedite at the Woolwell Centre Working Group meeting.
- ii. It was agreed to include the additional green space at the bottom of the Woolwell Centre car park within the new lease.
- iii. The Woolwell Centre Manager reported that she had made a request for S106 money to improve an area of the building. The District Council had advised that plans needed to be submitted to progress the application. It was therefore requested that the PC pay for the drawings initially and be refunded from S106 monies when received. It was agreed that Cllr P Blight contact architects who may be prepared to do drawings free of charge and that if this were unsuccessful the request would be further considered and quotations obtained.
- iv. The asbestos report for the Woolwell Centre was noted and the Working Group would consider this.
- v. A special motion had been received by the Proper Officer from Cllr B Hill and Cllr J Taylor to reverse a decision from the March meeting (minute number 2023/48). The revised motion is that the repairs for the Woolwell Centre doors be borne by the Parish Council and not the Woolwell Centre. This was unanimously approved.

2023 69 **Planning**

Responses to the following planning applications were approved:

0650/23/HHO - 9 Ashtree Close Woolwell PL67RW. Householder application for erection of conservatory. No comment.

4514/22/HHO - 36 Church Park Road, Woolwell PL67SA. Householder application for porch on front of house, consisting one ground floor toilet and entrance lobby. No comment.

1109/23/TPO - Land at SX 450 611, Warleigh Wood, Tamerton Foliot. T1 & T2: Oak - section fell to g/l to remove risk of falling onto power lines, T3: Oak - crown height reduction to 16m to remove risk of falling onto Network Rail apparatus, basal decay. No comment.

0974/23/HHO - 7 Leat Walk, Roborough PL6 7AT. Householder application for proposed two storey extension. No comment

0996/23/HHO - 12 Bowers Park Drive, Woolwell PL67SH. Householder application for single storey rear extension, garage conversion & associated internal & external works. No comment

The following recent planning decisions were noted:

0090/23/FUL - Land At Sx 512 631 New Road To Roborough Down Roborough Down Plymouth. Use of land for dog walking and exercise, provision of hard standing, fencing and shelter (resubmission 2503/22/FUL). *Conditional approval.*

0705/23/CLP - Plessey Semi Conductors Ltd Tamerton Road Roborough PL6 7BQ. Certificate of lawfulness for proposed new enclosure for additional plant on roof level including additional air source heat pumps, associated walkways and access steps to suit new arrangement. *Cert of Lawfulness (Proposed) Certified.*

2023 70 40 years of Woolwell

There was no action to be taken.

2023 71 Telephone Box

It was reported that the door to the telephone box did not appear damaged. Three quotations had been obtained and were considered.

It was agreed to

- i. appoint Ben Jones Decorating as the contractor to paint the telephone box
- ii. approve expenditure of £1,092 from the Parish Council Maintenance budget

2023 72 Tree planting on Roborough Green

A grant of £1,592 had been received towards tree planting from the District Councillors Locality Fund. The total cost of the project was approximately £3,600 (net).

It was agreed to look into additional grants for the remaining costs and to obtain further quotations.

2023 73 Neighbourhood Plan Standing Item: A meeting will be scheduled at some point.

2023 74 Roborough Recreation Hall: The Trustees were very pleased with the kitchen.

2023 75 The date of the next meeting is 25th May 2023 at the Woolwell Centre.

The meeting closed at 9.10pm