

# 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 26<sup>th</sup> October 2023 at 7.30pm in the Woolwell Centre, Darklake Lane

**Present:** Cllr Brian Hill (Chair), Cllr Paul Blight, Cllr Nicky Hopwood, Cllr Lindy Scott, Cllr Lynn Tamsett-White, Cllr Jackie Taylor.

**In attendance:** 1 member of the public and Mrs H Broughton (Clerk)

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### **Open Forum**

*It was asked what arrangements for the Parish Council involvement in Remembrance Day were being made. The Chair advised that he would be available for laying a wreath at the Jubilee Garden in Woolwell and Cllr Jackie Taylor would lay a wreath at St Mary's in Bickleigh Village.*

*Information on where an art exhibition could be held was requested. Cllr Tamsett-White advised that an art group was coming to the Woolwell Centre in January and she would pass on their details.*

*A letter of support for the Jubilee Path Project was requested again and the Clerk agreed to email this to Cllr Tamsett-White for passing on to Woolwell in Bloom.*

2023 137 **Apologies for absence** were received from Cllr Geoff Pithouse as he was attending the Roborough Village Hall Meeting, Cllr Wendy Haymes and Cllr Larry Taylor.

2023 138 **Pecuniary and other interests:** there were none.

### 2023 139 **Dispensations**

It was noted that a dispensation had been granted for Cllr L Tamsett-White to speak on items relating to the Woolwell Centre.

### 2023 140 **Minutes**

- i. It was agreed that the minutes of the Parish Council Meeting held on 21<sup>st</sup> September 2023 be signed by the Chair as a true record.
- ii. Draft minutes of the Woolwell Centre Working Group Meeting were noted and it was agreed that these be placed on the parish council website.

### 2023 141 **County and District Councillors reports**

Cllr Hopwood reported that:

- A re-consultation on 2000 houses was taking place and was important. She had been asked by the District Council to inform residents that if they had previously made a response to the consultation no further comments were required as the original submission would be taken into consideration. Copies of all submitted documents are available for viewing on the South Hams District Council Planning Portal website and hard copies will be made available for viewing at the Woolwell Centre, details of dates and times will be advertised.
- Dates for the future –  
Community fireworks night on Saturday 4<sup>th</sup> November  
Christmas Tree lights procession and switch-on 1<sup>st</sup> December  
Residents Christmas meal 8<sup>th</sup> December (evening)
- First of the replacement bush shelters has just been installed, it is hoped that the second will follow soon.

#### 2023 142 Clerks Report

- The action list was noted. Cllr Hopwood advised that she had informed the District Council that the grant received for trees from the Green Fund was not being used for this purpose and had discussed alternatives. This would be included on a future agenda. She was arranging for a sleeve to be installed on one of the posts around Roborough Green to enable access for hedge cutting.
- Authorisation of £648.00 on lights and cameras at the Woolwell Centre under delegated authority was noted.

#### 2023 143 Finance and Administration

- Bank reconciliations** as at 30<sup>th</sup> September 2023 were noted.
- Receipts and Payments** as at 30<sup>th</sup> September 2023 were noted.
- Public Works Loan Board consultation**  
Prior to approving an application to the Public Works Loan Board, a public consultation was required and the Clerk had circulated a paper outlining what was required.  
It was agreed that a 6-week public consultation take place which would then be presented to Council at the January meeting. The consultation would be based on the Parish Council borrowing £250,000 over 17 years. No increase in the precept would be required to pay for this. The consultation information would be available in the Woolwell Centre, on Parish Council noticeboards, on the website and public sessions would also be made available.
- 2024/25 budget and precept.**  
It was agreed to hold an additional Finance Committee meeting in January to review the proposed budget and precept and make final recommendations to Council.
- Successful grant applications totalling £1,500 towards a defibrillator at Roborough Village were noted. Cllr Jackie Taylor agreed to forward details of suppliers used previously and details of model to be purchased to the Clerk.
- The following payments were approved (*invoices sent electronically to Councillors*)

## Pre-paid

SUPPLIER	DETAILS	TOTAL	VAT	NET	NOTES
Woolwell Centre	Room hire 19 <sup>th</sup> Oct	40.00		40.00	
Woolwell Centre	Room hire 26 <sup>th</sup> Oct	60.00		60.00	
Cutec	Monthly hosting fee	66.00	11.00	55.00	
Woolwell Centre	2 <sup>nd</sup> half grant`	10,000		10,000	

## For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET	NOTES
H Broughton	Refund – poppy wreath	23.98			From S137
H Broughton	Clerk salary	637.94			
Security Mgmt	Keyholding response 24/9	79.20	13.20	66.00	
Security Mgmt	Keyholding response 18/10	52.80	8.80	44.00	

### 2023 144 Woolwell Centre

- i. **Woolwell Centre Working Group** minutes had been circulated and future meeting dates agreed.
- ii. **Replacement porch**  
The Centre Manager had received a revised quotation for the porch. One further quotation was still required to conform with Financial Regulations. Allowing for additional works (lighting, alarm and flooring) it was agreed to approve expenditure of up to £15,000 with the Clerk being delegated authority to appoint a contractor once all three quotations had been received.

### 2023 145 Planning

- i. The follow responses to planning applications were agreed:

[3129/23/PHH](#) - 11 Leat Walk, Roborough PL6 7AT. Application to determine if prior approval is required for a proposed single storey rear extension with pitched roofs measuring 3.48mtrs (H)& 2.52mtrs (height at eaves) (resubmission of 2648/23/PHH)

**No comment**

[2560/23/HHO](#) - 1 Sycamore Drive, Woolwell PL6 7QQ. Householder application for conversion of existing garage w. PV panels to host roof, addition of Devon bank and bike/store shed.

**No comment**

ii. To note the following recent planning decisions:

0934/22/FUL - Land At Sx 499 632, Tamerton Road, Roborough. READVERTISEMENT (revised plans) Construction of a new crematorium facility with associated access drives, car parking, ancillary accommodation & service yard. **Conditional approval**

2332/23/HHO - 3 Hatshill Farm Close, Bickleigh PL6 7JX. Householder application for the demolition and replacement of an existing extension. **Conditional approval.**

#### 2023 146 **Green Spaces and assets**

- i. Confidential quotations for a **tree survey** were noted and it was agreed to appoint Dart Forest Trees as the contractor to carry out a tree survey of the area. Expenditure of £774.00 was approved for the survey.
- ii. **Hedge cutting on Roborough Green.** Cllr Hopwood was arranging for sleeving to be installed on a post to enable a tractor to have access to cut hedges and as soon as this was done she would advise the Clerk who had delegated authority to arrange for the works to be carried out.
- iii. **Weeds on the edge of the highway** would be further considered in January.
- iv. It was agreed not to replace the broken **noticeboard** in Roborough Village. Councillors would arrange for the old noticeboard to be removed.

2023 147 **Neighbourhood Plan Standing Item:** Plotting of remaining green spaces was required and Cllr Jackie Taylor would arrange meeting dates.

2023 148 **Roborough Village Hall:** Cllr Geoff Pithouse was attending the meeting tonight and had circulated previous minutes.

2023 149 The **date of the next meeting:** 23<sup>rd</sup> November 2023

2023 150 It was *resolved to exclude the press and public due to the confidential nature of the next item of business to be transacted.*

#### 2023 151 **Staff Matters**

It was agreed to pay a parish council contribution to the Clerks pension and the rate of contribution would be agreed following advice from the Clerk.

Meeting closed at 8.35pm