

BICKLEIGH PARISH COUNCIL

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

07508 324699

parishclerk@bickleigh.gov.uk

Helen Broughton

Helen Broughton, Bickleigh Parish Locum Clerk

19th September 2024

**A Meeting of Bickleigh Parish Council will be held on
Thursday 26th September 2024 at 7.30pm
at the Woolwell Centre, Woolwell PL6 7TR**

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.

- 24 39 To receive and accept **apologies for absence** (and their reasons).
- 24 40 Members to declare any **pecuniary and other interests** pertaining to items on the agenda.
- 24 41 To agree that the **minutes** of the Parish Council Meeting held on 25th July 2024 be signed by the Chair as a true record
- 24 42 **County and District Councillors reports**
To receive reports from County and District Councillors
- 24 43 **Clerks Report** (*for information only*)
To note action list
- 24 44 **Finance**
- i. To note receipts and payments against budget as at 31st August 2024.
 - ii. To approve the bank reconciliations to the end of August 2024.
 - iii. To appoint an additional member(s) to the Finance Committee.
 - iv. To agree a date for a meeting of the Finance Committee to consider the 2025/26 budget and precept and to review budget v spend to date.
 - v. To note the conclusion of audit and that the notice has been placed on the website.
 - vi. To agree payment to ADF being the invoice total less 5% retention (£32,911.80) from the Public Works Loan Board funds.
 - vii. To approve the following payments and note that invoices have been sent to all councillors electronically and have been checked by Cllr Hill.

Pre-paid

SUPPLIER	DETAILS	TOTAL	VAT	NET
----------	---------	-------	-----	-----

Cutec	Microsoft monthly fee	70.32	11.72	58.60
Woolwell Centre	Room hire September	72.00	0	72.00

For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET
PKF Littlejohn	External audit fee	504.00	84.00	420.00
Security Mgmt SW	Keyholding response	115.20	19.20	96.00
H Broughton	Salary	688.17	0	688.17
NEST	Pension	61.00	0	61.00

24 45

Woolwell Centre

- i. To note the Woolwell Centre Working Group minutes
- ii. To agree to go out to tender a further time for the upgrade of the building and mechanical services associated with the heating and ventilation system.
- iii. To approve expenditure on replacement of the small meeting room fire door.
- iv. To agree action and expenditure on the boiler room door.
- v. To agree expenditure on toilet repairs and boiler service.
- vi. To approve a Working Group recommendation that the solicitors be asked to produce a lease for the area outlined in maps and not that owned by Plymouth City Council.
- vii. To consider booking a parish council table for community Christmas event on Friday 13 December.

24 46

Planning

To consider responses to recent planning applications:

2278/24/FUL - Development Site At Sx 503 623 Tavistock Road Roborough. Erection of detached 3 bedroom house.

24 47

Village Maintenance

- i. To agree action on hedge cutting on Roborough Green
- ii. To consider weed spraying in Woolwell, New Road and Bickleigh Village.

24 48

Roborough Village Hall

To receive an update including cost and availability of main hall for parish council meetings.

24 49

To agree the **date of the next meeting** as 24th October 2024 at the Woolwell Centre.