

# BICKLEIGH PARISH COUNCIL

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## Minutes of a meeting of Bickleigh Parish Council will be held on Thursday 27<sup>th</sup> March 2025 at 7.30pm in the Woolwell Centre PL6 7TR

**Present:** Cllr Brian Hill (Chair) Cllr Larry Taylor (Vice Chair), Cllr Paul Blight, Cllr Andrew Clarke, Cllr Nicky Hopwood, Cllr Geoff Pithouse, Cllr Gary Stewart, Cllr Jackie Taylor.

**In attendance:** Mrs H Broughton, District Cllr Chris Oram, a representative from the Four Rivers Dementia Alliance and 7 members of the public.

### **Open Forum**

- i. *The Parish Council welcomed a representative from the Four Rivers Dementia Alliance, who provided an update on their work. The representative explained that the alliance promotes best practices by raising awareness of dementia, offering free dementia training, and collaborating with parish councils and other community groups. An information pack was left with the council, outlining recommended actions, including the implementation of dementia-friendly signage. The representative agreed to investigate how a parish council had previously funded such signage.*

*The Chair of Woolwell in Bloom informed the Council that they had been awarded 2<sup>nd</sup> place in the Climate and Biodiversity category. She thanked everyone who had voted for them. Additionally, she said that a recent seminar a representative from the probation service, had mentioned that they were seeking community groups for participation in the Community Payback unpaid work program. Applications could be submitted via email, with a response expected within five working days.*

*A resident thanked the villager who had cleared litter along New Road up to Blackeven Close.*

101. There were no **apologies for absence**: all present
102. Cllr Blight **declared an interest** in item 108vi on the agenda, the nature of his interest being that he was an employee of The Dodd Group.
103. A **dispensation request** had been received from Cllr Blight to speak on item 109 as this would better inform the Council of the upgrades at the Woolwell Centre. This was approved.
104. **Minutes**  
It was agreed that the **minutes** of the Parish Council Meeting held on 26<sup>th</sup> February 2025 be signed by the Chair as a true record.
105. **County and District Councillors reports**

District Cllr Chris Oram advised that South Hams District Council had agreed to endorse a 1-4-5 plan for local government reorganisation. This would merge North Devon with Torridge, Exeter, Mid Devon and East Devon (5); Torbay with West Devon, Teignbridge and the South Hams (4) and Plymouth on its own (1). He emphasised the importance of the parish forming a view on the best option for the area. He also noted that many residents were upset by the South West Water price increase and recommended that concerns be directed straight to the local MP.

Councillor Hopwood anticipated that Woolwell and Roborough would be incorporated into Plymouth and informed the Council that the County Council elections were scheduled for May 1st.

106. **Clerks Report**

The action list was noted.

107. **Devolution**

There was no further update. Item to remain on the agenda.

108. **Finance and Administration**

- i. Receipts and payments against budget as at 28<sup>th</sup> February 2025 were reviewed and noted.
- ii. Bank reconciliations to the 28<sup>th</sup> February 2025 were approved.
- iii. It was agreed to move item 108iii to the start of the meeting, where it was discussed. The Chair reported that at the previous meeting, Councillors Blight and Taylor had offered to meet with representatives of Roborough Village Hall to provide professional advice on how to proceed with building improvements, including assistance with due diligence and obtaining technical guidance. However, the Trustees had decided to wait until planning permission was granted. Further discussion followed, with the Parish Council again expressing concern over the significant discrepancies in the quotations received and the likelihood that available funds would not be sufficient to cover all necessary work. It was agreed that representatives of Roborough Village Hall would arrange a meeting with the Councillors to get their advice.
- iv. The asset register was approved and would be further reviewed later in the year.
- v. The investment policy was agreed and the Clerk would investigate opening an additional bank account to ensure that the Council reserves were covered by the Financial Compensation Scheme.

Cllr Blight did not participate

- vi. The following payments were approved. It was noted that invoices had been circulated to all councillors and Cllr Hill and the Clerk had checked invoices for accuracy.

**Pre-paid**

SUPPLIER	DETAILS	TOTAL	VAT	NET
Cutec	Microsoft monthly fee	71.16	11.86	9.30
Cutec	Email update	54.00	9.00	45.00
Bloom Renewables	Solar installation final payment	6485.23	1080.87	5404.36

The Dodd Group	Less retention (total see invoices)	9291.72	1548.62	7743.10
Security SW	Annual Commercial Keyholding	251.14	41.86	209.28
Woolwell Centre	Refund Easter eggs	38.64	0	38.64

**For approval**

SUPPLIER	DETAILS	TOTAL	VAT	NET
H Broughton	Salary March	690.57	0	690.57
NEST	Pension March	44.50	0	44.50
Woolwell Centre	Room hire April	78.00	0	78.00
Transom Project	JCT contract (Dodds)	262.80	0	262.80
Western Web	Domain renewal	66.00	11.00	55.00
PWLB	Loan repayment	2341.35	0	2341.35
The Dodd Group	Second payment	4473.78	745.63	3728.15

109. **Woolwell Centre**
- i. A fully designed proposal and targeted on-site commencement date of 07/04/25 for heating upgrades was noted.
  - ii. Expenditure on a fire risk assessment to support the Woolwell Centre had been approved under delegated action.
  - iii. Variations provided by The Dodds Group, as part of the heating upgrade works were considered and agreed.
- It was noted that the new fire doors were not up to standard and the contractor was investigating.
110. **Planning**
- It was agreed that no comment be made on planning application 0683/25/LBC - Dairy House Maristow House Roborough PL6 7BZ. . Listed Building Consent to replace timber sash windows on south elevation with timber sash windows containing slimline double-glazed units.
111. **Roborough Village Hall:** This item had been brought forward on the agenda for discussion alongside item 108iii.
112. The **date of the next meeting** was agreed as 24<sup>th</sup> April 2025 at the Woolwell Centre.
113. It was resolved that in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.
114. The **draft Woolwell Centre lease agreement** was considered with concerns raised over its restrictive nature. It was agreed to enquire if the freehold could be purchased and not to engage further with solicitors until this had been clarified.

The meeting closed at 9.15pm