

BICKLEIGH PARISH COUNCIL

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

07832966859

parishclerk@bickleigh.gov.uk

**Members are summoned to a meeting of Bickleigh Parish Council being held
on Thursday 24th July 2025 at 7.30pm at the Woolwell Centre, Woolwell**

Helen Broughton

17th July 2025

Helen Broughton, Bickleigh Parish Clerk

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.

1. **Apologies for absence** to be received and accepted.
The Local Government Act requires members who cannot attend a meeting to give apologies in advance to the Parish Clerk, along with the grounds for non-attendance. Members must decide whether the reason(s) for a member's absence are acceptable.
2. Members to declare any **pecuniary and other interests** pertaining to items on the agenda.
Under the Localism Act and in accordance with the Council's Code of Conduct members are required to declare any interests that are not currently entered in the members register of interests. If the member has a pecuniary interest he/she should leave the room and not participate in the debate.
3. To note any **dispensations** received.
Requests for dispensations should be made in writing to the Clerk in advance of the meeting.
4. **Minutes**
To receive and resolve to approve as a correct record the minutes of the Council Meeting held on 26th June 2025.
5. **Reports and updates**
 - a. To receive reports from the County and District Councillors.
 - b. To receive updates on local government re-organisation.
6. **Clerks Report (for information only)**
To note the action list
7. **Finance and Administration**
 - i. To note receipts and payments against budget as at 30th June 2025.
 - ii. To review and approve the bank reconciliations to the 30th June 2025 and agree that these be signed by the Chair.

- iii. To appoint Joanna Simonds as the internal auditor for the 2025/26 financial year.
- iv. To approve the following payments (*invoices sent electronically to Councillors*. All invoices listed have been '*examined and verified*' by the RFO'.

Pre-paid

SUPPLIER	DETAILS	TOTAL	VAT	NET
Cutec	MS 365 and hosting fee	71.16	11.86	59.30
Unity Bank	Service Charge	7.95	0	7.95
Arborcure	Monthly grass cutting	1004.30	167.38	836.92

For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET
H Broughton	Salary July	707.35	0	707.35
HMRC	Tax and NI 6 April to 5 July	769.37	0	769.37
Nest	Pension June	67.46	0	67.46
PWLB	Loan (2) repayment	4,362.51	0	4,362.51
Western Web	Annual web space SSL cert	96.00	16.00	80.00
Chubb	Works required as part of BMS	855.32	144.22	721.10
ICO	Data protection fee	52.00	0	52.00
Woolwell Centre	Room hire – September	78.00	0	78.00

8. Woolwell Centre

- i. To agree expenditure and to appoint a contractor to provide an electrical condition report on the Woolwell Centre.
- ii. To agree to arrange for a revaluation of the Woolwell Centre (for insurance purposes) at a cost of £145 plus vat.
- iii. To receive an update on the Woolwell Centre and agree action, if necessary.

9. Planning

To agree a response to the following planning applications:

1864/25/TPO - 21 Leat Walk Roborough PL6 7AT. T1: Oak - Lateral crown reduction on the Southern side of tree up to a maximum of approx. 4 metre branch length to the nearest growth point, branches that over hang the property, to the boundary line of the fence but allowing some overhang to keep the natural shape of the tree.

2031/25/ADV - Tamar Valley Crematorium Ltd, Roborough. Advertisement consent for 2no. 2 meter high x 7 meter long stone walls, one containing a granite stone sign.

0996/25/HHO - 20 The Heathers, Woolwell PL67QT. Householder application for single storey side extension & porch.

To note the following decision:

[1390/25/TPO](#) - 16 Blackeven Close Roborough PL6 7AX. G1 (x4); T1: 1x Oak – fell, poor form with limited photosynthetic material. T2: 1x Pedunculate Oak - crown lift secondary & sub lateral branch growth, provide clearance of approx. 4m from ground level to foliage tips, for driveway access. T3 & T4: 2x Sycamore - crown lift secondary & sub lateral branch growth, provide clearance of approx. 4m from ground level to foliage tips, for driveway access. Remove dead or broken branches over road only if exceeds 10mm in diameter.

10. **Bus shelters**

To receive an update on the Church Park Road bus shelter and consider a quotation for cleaning.

11. **Roborough Village Hall:** To receive an update.

12. To agree the **date of the next meeting** as 25th September 2025.