

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 24th July 2025 at 7.30pm at the Woolwell Centre, Woolwell

Present: Cllr Brian Hill (Chair) Cllr Paul Blight, Cllr Andrew Clarke, Cllr Larry Taylor, Mrs H Broughton (Clerk and RFO) .

In attendance: One member of the public

Minute number: 2507:

Open Forum

The Chair of Woolwell in Bloom provided an update on the recent Britain in Bloom judging, which had taken place the previous day. The judges stayed two hours longer than scheduled and were impressed by the strong community spirit and the involvement of the Woolwell in bloom Juniors. The results are expected to be announced on 8th October. She expressed her gratitude to the Parish Council for their continued support.

She also attended the consultation on local government reorganisation and was pleased to report that it appears the Parish Council will be retained.

1. **Apologies for absence** were received from Cllr Nicky Hopwood, Cllr Jackie Taylor, Cllr Geoff Pithouse and County Cllr Tony Carson.
2. There were no **declarations of interest** arising from the agenda.
3. A **dispensation** had been received by Cllr Blight, and approved, to speak (but not vote) on matters relating to the Woolwell Centre.
4. **Minutes**
It was resolved to approve as a correct record the minutes of the Council Meeting held on 26th June 2025.
5. **Reports and updates**
 - a. There were no reports from the County and District Councillors.
 - b. There was no update.
6. **Clerks Report**
The Action List was noted.
7. **Finance and Administration**
 - i. Receipts and payments against budget as at 30th June 2025 were noted.

- ii. Bank reconciliations to the 30th June 2025 were approved and signed by the Chair.
- iii. It was agreed to appoint Joanna Simonds as the internal auditor for the 2025/26 financial year.
- iv. The following payments were approved and it was noted that *invoices had been sent electronically to Councillors and had been 'examined and verified' by the RFO*. The Clerk would request that the Woolwell Centre room hire be reduced from 3 hours to 2 hours from 7.15pm to 9.15pm going forward.

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

8.

Woolwell Centre

- i. It was noted that the Council had approached 6 contractors for quotations for an electrical condition report but only one had been received. It was unanimously agreed to JT Greaves as the contractor to undertake an electrical condition report on the Woolwell Centre and expenditure of £2,984.00 plus vat. It was agreed that the Clerk write to the Woolwell Centre Trustees to inform them that access would be required throughout the working day by the contractor and that power outages would take place. The report was mandatory.
- ii. It was agreed to arrange for a revaluation of the Woolwell Centre (for insurance purposes) at a cost of £145 plus vat.
- iii. Cllr Hill gave an update on the Woolwell Centre:
 - There was an ongoing issue with the fire doors and it was suggested that an alternative contractor be investigated, if necessary. A letter to the Trustees would include information on use of the fire doors.
 - 6 ceiling tiles were being replaced in the main reception area.
 - AC remote for the Dance Studio has been replaced.
 - Censors in the plant room, 3 CO detectors and vents have been completed.
 - There was an issue with a fan in the kitchen that was being investigated.

9. **Planning**

The following response to planning applications were agreed:

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 overhang the property, to the boundary line of the fence but allowing some overhang to keep the natural shape of the tree. *No objection.*

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. *No objection.*

0996/25/HHO - 20 The Heathers, Woolwell PL67QT. Householder application for single storey side extension & porch. *No objection.*

The following decision was noted:

[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. *Noted.*

10. **Bus shelters**

It was agreed to proceed with cleaning of the bus shelters. Cllr Hill would meet the contractor on site.

11. **Roborough Village Hall:** Correspondence from Roborough Village Hall had been circulated and their grant request further considered at the September meeting.

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

The meeting closed at 9pm