

# BICKLEIGH PARISH COUNCIL

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

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**Members are summoned to a meeting of Bickleigh Parish Council being held on Thursday 2<sup>nd</sup> October 2025 at 7.30pm at the Woolwell Centre, Woolwell**

*Helen Broughton*

24th September 2025

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 24<sup>th</sup> July 2025.
5. **Reports and updates**
  - i. To receive reports from the County and District Councillors.
  - ii. 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 31<sup>st</sup> August 2025.
  - ii. To review and approve the bank reconciliations to the 31<sup>st</sup> August 2025 and agree that these be signed by the Chair.

- iii. To approve a recommendation from the Finance Committee regarding the 2025/26 budget and precept.
- iv. To consider a grant application from Plymouth Argum Rugby Football Club.
- v. To approve a recommendation from the Finance Committee on the second half of a grant for the Woolwell Centre.
- vi. To approve the following payments (*invoices sent electronically to Councillor*s). All invoices listed have been '*examined and verified*' by the RFO'.

#### **Pre-paid**

| <b>SUPPLIER</b>    | <b>DETAILS</b>           | <b>TOTAL</b> | <b>VAT</b> | <b>NET</b> |
|--------------------|--------------------------|--------------|------------|------------|
| Cutec              | MS 365 and hosting fee   | 71.16        | 11.86      | 59.30      |
| Unity Bank         | Service Charge           | 7.20         | 0          | 7.20       |
| Arborcure          | Monthly grass cutting    | 1004.30      | 167.38     | 836.92     |
| H Broughton        | Salary August            | 707.35       | 0          | 707.35     |
| H Broughton        | Salary September         | 707.35       | 0          | 707.35     |
| Nest               | Pension August           | 67.46        | 0          | 67.46      |
| Nest               | Pension September        | 67.46        | 0          | 67.46      |
| PKF Littlejohn     | External Audit           | 1008.00      | 168.00     | 840.00     |
| J T Greaves        | Electrical report        | 3580.80      | 596.80     | 2984.00    |
| Watertight Roofing | Retention                | 750.00       | 125.00     | 625.00     |
| Bloom renewables   | Retention                | 2586.47      | 431.08     | 2155.39    |
| PWLB               | Loan repayment – Oct 1st | 4934.21      | 0          | 4934.21    |

#### **For approval**

| <b>SUPPLIER</b>        | <b>DETAILS</b>                  | <b>TOTAL</b>  | <b>VAT</b>   | <b>NET</b>    |
|------------------------|---------------------------------|---------------|--------------|---------------|
| <b>Woolwell Centre</b> | <b>Room hire – October 23rd</b> | <b>52.00</b>  | <b>0</b>     | <b>52.00</b>  |
| <b>South Hams DC</b>   | <b>Dog bin emptying</b>         | <b>156.00</b> | <b>26.00</b> | <b>130.00</b> |

- 8. **Woolwell Centre**
  - i. To note receipt of electrical conditioning report and that recommendations have been agreed under delegated action.
  - ii. To receive an update on the Woolwell Centre and agree action, if necessary.
  - iii. To note correspondence received from the Centre Manager regarding a community allotment.
- 9. **Planning**  
To agree a response to the following planning applications: No applications
- 10. **Environment**
  - i. To consider quotations for weed clearing and agree action.
  - ii. To accept a quotation from Arborcure for tree works.

- iii. To consider obtaining quotations for a tree survey.
- iv. To agree action on the Roborough Green hedge.

11. **Upcoming events**

To note the South Hams Energy Assembly taking place on 18<sup>th</sup> October 8.30am to 3.30pm

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

13. To agree the **date of the next meeting** as 23<sup>rd</sup> October 2025.