

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 23rd October 2025 at 7.30pm at the Woolwell Centre, Woolwell

Helen Broughton

15th October 2025

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 2nd October 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 30th
 - ii. To review and approve the bank reconciliations to the 30th September 2025 and agree that these be signed by the Chair.
 - iii. To further consider a grant application from Roborough Village Hall.
 - 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	7.20	0	7.20
Arborcure	Monthly grass cutting	1004.30	167.38	836.92
SW Security Ltd	Key service call out	57.60	9.60	48.00

For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET
Woolwell Centre	Room hire – November	52.00	0	52.00
H Broughton	Salary October	707.35	0	707.35
Nest	Pension September	67.46	0	67.46

8. **Woolwell Centre**
 - i. To receive an update on the Woolwell Centre and agree action, if necessary.
 - ii. To consider the keyholding contract with South West Security and agree action.
9. **Planning**

To agree a response to the following planning applications: no applications
10. **Environment**
 - i. To appoint a contractor for weed clearing and agree a budget.
 - ii. To agree action on tree works and further action on the Roborough Green hedge.
12. **Roborough Village Hall:** To receive an update.
13. To agree the **date of the next meeting** as 27th November 2025.