

# BICKLEIGH PARISH COUNCIL

The Council Offices, The Woolwell Centre, Darklake Lane, Woolwell, PL6 7TR  
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**A Meeting of Bickleigh Parish Council will be held on  
Thursday 26<sup>th</sup> March 2026 at 7.30pm at the Woolwell Centre PL6 7TR**

*Bickleigh Parish Clerk - 18<sup>th</sup> March 2026*

## **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.*

## **AGENDA**

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 26<sup>th</sup> March 2026.
6. **Reports and updates**
  - i. To receive reports from the County and District Councillors.
  - ii. To receive updates on local government re-organisation and consider submitting responses to the consultation.
7. **Clerks Report (for information only)**  
To note the action list.
8. **Finance and Administration**
  - i. To note and review receipts and payments against budget as at 28<sup>th</sup> February 2026.
  - ii. To approve the bank reconciliations to the 28<sup>th</sup> February 2026.
  - iii. To consider a grant application from Roborough Recreation Hall and Playing Field Trust for £200.
  - iv. To consider a grant application from Woolwell In Bloom.
  - v. To note reserves and agree action.

- vi. To approve an IT policy.
- vii. To approve the following payments (*invoices sent electronically to councillors and verified by the Clerk and Chair*):

**Pre-paid**

SUPPLIER	DETAILS	TOTAL	VAT	NET
Cutec	Microsoft fee - March	73.66	12.28	61.38
Scott Boyland	Weed removal work	37.50	0	37.50
Scott Boyland	Weed removal work	82.50	0	82.50

**For approval**

SUPPLIER	DETAILS	TOTAL	VAT	NET
H Broughton	Salary February	730.01	0	730.01
NEST	Pension February	69.62	0	69.62
Woolwell Centre	Room hire April (March paid)	52.00	0	52.00
PWLB	Loan repayment	4934.21	0	4934.21

**Refund / Income**

SUPPLIER	DETAILS	TOTAL	VAT	NET
Chubb	Emergency lighting refund	743.71	148.74	892.45
SHDC	Biodiversity Fund Grant	2000.00	0	2000.00

9. **Woolwell Centre**

- i. To agree action on a Legionella Risk Assessment and testing.
- ii. To consider issues with car parking.
- iii. To note analysis of energy saving from PV and agree action, if necessary.
- iv. To receive an update on the Woolwell Centre and agree other action as necessary.

10. **Planning**

To consider any applications received.

11. **Area maintenance and improvement**

- i. To receive an update on weed clearing and a section of the Roborough Green hedge from Cllr Hopwood.
- ii. To agree to commission a tree survey at a cost of up to £800.

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

14. To agree the **date of the next meeting** as 23<sup>rd</sup> April 2026 at the Woolwell Centre and consider having some meetings at Roborough Village Hall.