

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 July 2026 at 7.30pm at the Woolwell Centre, Woolwell

Helen Broughton

16th July 2026

Open Forum

- i. To receive a statement from the Vice Chair of the Parish Council.
- ii. 15 minutes 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. To appoint a Parish Council Chairperson and Vice Chairperson for the remainder of the 2026/27 Council Year, following the death of Cllr Brian Hill, and receive a declaration of acceptance of office form.
2. **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.
3. 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.
4. To note any **dispensations** received.
Requests for dispensations should be made in writing to the Clerk in advance of the meeting.
5. **Minutes**
To receive and resolve to approve as a correct record the minutes of the Council Meeting held on 28th May 2026.
6. **Reports and updates**
 - a. To receive reports from the County and District Councillors.
 - b. To receive updates on local government re-organisation.
7. **Clerks Report** *(for information only)*
To note the action list.
8. **Finance and Administration**
 - i. To note receipts and payments against budget as at 30th June 2026.

- ii. To review and approve the bank reconciliations to the 30th June 2026.
- iii. To appoint Joanna Simonds as the internal auditor for the 2026/2027 financial year at a cost of £200.
- iv. To consider a grant request from 1st Roborough Brownies.
- v. 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
Dart Forest	Tree decay test	522.00	87.00	435.00
Arborcure	Grounds Maintenance May	1013.47	168.91	844.56
Cutec	Hosting- June	73.66	12.28	61.38
The Plastic Co	Highland benches	1320.00	220.00	1110.00
The Plastic Co	Picnic tables	1056.00	176.00	880.00
Western Web	Accessibility Audit	54.00	9.00	45.00
Joanna Simonds	Internal Audit	200.00	0	200.00
Dodd Group	AHU Maintenance	445.57	74.26	371.31
Dodd Group	1 year maintenance	602.94	100.49	502.45
Cutec	Hosting – July	73.66	12.28	61.38
H Broughton	Salary – June	733.25	0	733.25
DALC	Annual membership fee	1098.92	183.00	915.92
Nest	Pension May	69.62	0	69.62
HMRC	Tax and NI 6 April to 5 July	825.34	0	825.34

For approval

SUPPLIER	DETAILS	TOTAL	VAT	NET
H Broughton	Salary July	733.25	0	733.25
Nest	Pension June	69.62	0	69.62
PWLB	Loan (2) repayment	4362.51	0	4362.51
Western Web	Annual web space SSL cert	96.00	16.00	80.00
ICO	Data protection fee	52.00	0	52.00

9.

Planning

No planning applications for consideration.

10. **Brian Hill**
To consider a community award, commemorative plaque, or another appropriate form of recognition to honour Brian Hill.
11. **Open Space Maintenance**
 - a. To review quotations for removal of a Beech tree, following a decay assessment survey, and appoint a contractor and agree expenditure.
 - b. To consider concerns from a Leat Walk resident regarding a tree overhanging her garden and agree actions arising.
 - c. Agree action on grass cutting in Hele Close.
 - d. Agree action regarding flaying in Blackeven Lane
 - e. To consider a quotation for additional grass cutting by Aborcure.
12. **Roborough Village Hall:** To receive an update.
13. To agree the **date of the next meeting** as 25th September 2025.
14. **Exclusion of the Press and Public**

That, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business relating to legal matters
15. **Woolwell Centre**
Lease and legal matters relating to the Woolwell Centre.