

# BICKLEIGH PARISH COUNCIL

Roborough Recreation Hall, New Road, Roborough, Plymouth PL6 7BD

Office opening hours: Monday & Tuesday 11:00 – 15:00hrs

(other times by appointment)

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24<sup>th</sup> March 2019

Dear Councillor

You are hereby summoned to attend a meeting of Bickleigh Parish Council to be held at **The Woolwell Centre on Thursday 28th March 2019 at 7:30 pm.**

Please note that planning applications will be available to view from 7pm.

Mrs Karenza Heald

Clerk / RFO to the Parish Council

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## AGENDA

### 1. Apologies

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

### 2. Open Forum for public participation (maximum 15 minutes)

### 3. Councillors declaration of interests and dispensations

Under Section 31 of the Localism Act 2011 S31 (4), a member may not participate in any discussion or vote upon a matter at the meeting in which he/she has a disclosable pecuniary interest.

### 4. Police Report

### 5. District Council Report:

(a) Woolwell Ward

(b) Bickleigh Ward

### 6. County Council Report

### 7. Dartmoor National Park Report

### 8. Woolwell Centre

(a) Report from Trustees

(b) Feedback from recent inspection by Councillors from works carried out by contractors

### 9. Roborough Recreational Hall and Playing Fields

(a) Report from Trustees

(b) Insurance claim

(c) Telephone costs

### 10. Approval of minutes for meeting held on Thursday 28<sup>th</sup> February 2019

### 11. Matters arising:

(a) Minute No. 9110 Neighbourhood Plan

(b) Minute No. 9112 Council office

(c) Minute No. 9114 Chairman's time (referred to as 9112 on the unapproved minutes)

### 12. Planning:

(a) Consideration of applications

Planning application ref	Applicant Name	Address	Description
<u>0509/19/HHO</u>	Mike Smith	1 Warren Park, Woolwell, PL6 7QF	New single storey side extension
<u>0792/19/HHO</u>	Mr Dererk Newman	26 Warren Park Woolwell, PL6 7QR	Replace existing conservatory with single storey extension and new replacement raised patio
<u>0725/19/FUL</u>	Amazon UK Ltd	1-2 Broadley Park Road Roborough Devon PL6 7EZ	Alterations to service yard, installation of vehicle-to-ground lift, installation of canopy and associated works

(b) Decisions made by the District Council

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13. **Woolwell in bloom**  
Review of the proposed lease from South Hams District Council of land at Woolwell to Bickleigh Parish Council in relation to Woolwell in bloom.
14. **Joint Local Plan**  
The inspectors report is available on the JLP webpages of the Plymouth City Council website under 'Examination News': via the following link:  
<https://www.plymouth.gov.uk/plymouthandsouthwestdevonjointlocalplanexamination#Examination>  
and a press release has been issued  
<http://plymouthnewsroom.co.uk/plans-future-plymouth-south-hams-west-devon-receive-ringling-endorsement/>
15. **Finance**
- (a) Appointment of internal auditor
  - (b) Does the Council approve the Clerk / RFO is set up as authorised person to make telephone BACS payments for standing items and payments up to an agreed limit and amend the Councils and the Council's Financial Regulations accordingly?
  - (c) Financial Report from the Clerk / RFO, to include details of payments payment issued since last reported and payments requiring approval.
  - (d) Update on v.a.t. reclaim
  - (e) Does the Council require the continuation of the mobile phone contract?
  - (f) Does the Council approve the purchase of a telephone answerphone with remote access and call forwarding facilities up to a value of £75.00?
  - (g) Does the Council agree to the Clerk updating and clearing down one of the office laptops?
16. **GDPR**
- (a) Does the Council agree to adopt the circulated privacy policy for staff and Councillors and General Privacy Policy to be published on the website?
  - (b) To comply with GDRP and the retention of personal data does the Council agree to the utilising the services of Plymouth Self Storage for the destruction of confidential waste with a set budget allocated to the Clerk.
17. **Elections**  
In the event that the parish council election is contested but the District Council is not, does the Council require poll cards?
18. **Update on the Council website and facebook page.**
19. **Chairman's update**
20. **Correspondence**
21. **Date of next meeting**

Signed

*Karenza Heald*

Karenza J Heald (Mrs)  
Clerk / RFO