

BICKLEIGH PARISH COUNCIL

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

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

(other times by appointment)

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NOTICE OF BICKLEIGH PARISH COUNCIL MONTHLY MEETING @ 7:45pm in The Woolwell Centre

18th May 2019

Following the Annual Public Meeting of the Parish, which commences at 7:00pm, the **Monthly Parish Council meeting** will take place at **7:45pm** in the **Woolwell Centre**.

The Agenda for the meeting is set out below.



Karenza Heald
Clerk to the Parish Council

AGENDA

1. **Apologies of absence** ⁱ
2. **Open forum**
3. **Declaration of interests and dispensations**
 - (a) Declaration of interests ⁱⁱ
 - (b) Approval of dispensation request from Cllr C Spencer ⁱⁱⁱ
 - (c) Approval of dispensation request from Cllr B Spencer ^{iv}
4. **Approval of dispensation policy**
5. **Matters and actions outstanding** ^v
 - (a) Public telephone box in Roborough
 - (b) Outstanding telephone account for unused telephone line.
 - (c) Neighbourhood plan review
 - (d) Review of the Council's website
 - (e) Removal of former Councillors as authorised bank signatories
 - (f) Review of policies and procedures
 - (g) Completion of bar works in the Woolwell Centre
 - (h) BPC and Woolwell Centre lease
 - (i) Review of Woolwell Centre maintenance list
 - (j) Completion of internal audit
 - (k) BPC lease with South Hams DC for land at Woolwell in relation to Woolwell in bloom
 - (l) Review of insurance cover for volunteers in respect of Chapter 8
 - (m) Review of contents insurance cover
 - (n) Download and review data from speed camera
6. **Approval of minutes from Annual Parish Council meeting on 9th May 2019**
7. **Approval of lone worker policy**
8. **Review of recommendations from Cllr Haymes in respect of the Council's Standing Orders.**
9. **Formation of committees / council working groups**
10. **Planning consultation**
 - (a) Consultation on application:
T1: Ash - pollard tree to its previous points 12 metres from ground level to keep up the 3 - 5 year cycle that has been previously carried out on this tree. The choice open to the District Council is to allow the work or to serve a Tree Preservation Order within a six week period. Site: 14 Riverford Close, Woolwell.
 - (b) Update on South Hams planning decisions
11. **Finance**
 - (a) Approval of payment listing as presented at the meeting

- (b) Approval of current banking arrangements
- (c) Review of internal audit reports from 2017/18 and 2018/19 noting recommendations from the internal auditor
- (d) Does the Council approve the purchase of the Local Council Risk System as recommended by the Council's internal auditor.
- (e) Does the Council approve the maintenance cost of RIATAS software for the Council's accounting and potential training costs.

12. Training

- (a) Does the Council approve the cost of a bespoke training course organised by Devon Association of Local Councils at a cost maximum cost (dependant on numbers) of £315.00 + V.A.T. & mileage.
- (b) Does the Council approve of the Chair attending a training course.
- (c) Planning training course with South Hams District Council on 2nd July 2019
- (d) Does the Council approve the cost and mileage of the Clerk and any Councillor who wishes to attend the SLCC's Devon & Cornwall Joint Branch meeting at Launceston on 25th June 2019.

13. St Mary's Church

To consider the application for an allowance towards the maintenance of St Mary's Churchyard, Bickleigh (deferred from the Parish Council meeting on 25/04/19).

14. Correspondence

15. Public bodies admission to meetings

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 section 1 (2) and Local Government Act 1972 s100 (2) the public and press leave the meeting because of the confidential nature of the business to be transacted.

CLOSED SESSION

16. To review the Clerk's working hours and conditions of employment.

ⁱ 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.

ⁱⁱ 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.

ⁱⁱⁱ Localism Act 2011. On 25th October Councillor C Spencer applied for dispensation to participate in discussions. The request was not approved. NALC Model Standing Orders state "a resolution shall not be reversed within six months except either by a special motion..."

33 Dispensations from section 31(4)

- (1) A relevant authority may, on a written request made to the proper officer of the authority by a member or co-opted member of the authority, grant a dispensation relieving the member or co-opted member from either or both of the restrictions in section 31(4) in cases described in the dispensation.
- (2) A relevant authority may grant a dispensation under this section only if, after having had regard to all relevant circumstances, the authority—
 - (a) considers that without the dispensation the number of persons prohibited by section 31(4) from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business,
 - (b) considers that without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business,
 - (c) considers that granting the dispensation is in the interests of persons living in the authority's area,
 - (d) if it is an authority to which Part 1A of the Local Government Act 2000 applies and is operating executive arrangements, considers that without the dispensation each member of the authority's executive would be prohibited by section 31(4) from participating in any particular business to be transacted by the authority's executive, or
 - (e) considers that it is otherwise appropriate to grant a dispensation.
- (3) A dispensation under this section must specify the period for which it has effect, and the period specified may not exceed four years.
- (4) Section 31(4) does not apply in relation to anything done for the purpose of deciding whether to grant a dispensation under this section.

^{iv} Localism Act 2011, Section 31(4) – see above

^v Due to changes in the Clerk and Councillors this list may not be complete and will be reviewed in the coming months.