

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 28TH MARCH 2019 AT THE WOOLWELL CENTRE

PRESENT: Cllr C Spencer, Cllr L Tamsett-White, Cllr Prout

IN ATTENDANCE: Cllr Nicky Hopwood (SHDC), Cllr Bill Hitchins (SHDC), Cllr John Hart (DCC) and 4 Members of the Public

APOLOGIES: Cllr L Crowe, Cllr C Ellis, Cllr F Turner, Cllr S Lusk

No apologies had been received from Cllr M Blake, although he had indicated it was unlikely that he would be able to attend.

DECLARATIONS OF INTEREST:

- Cllr Spencer has a DPI in the Woolwell Centre, however due to the exception circumstances of having so few Councils present at this meeting a dispensation has been granted.

PUBLIC FORUM

Cllr Spencer opened the meeting at 19:30hrs. She welcomed everyone explaining that the Council was in an unusual situation whereby several Councillors were either away, unwell or for various reasons unable to attend this evenings meeting. She announced the meeting would take place with three Councillors present, which is quorate and that she would be Chairing the meeting.

Cllr Spencer welcomed the new Clerk, Karenza Heald.

The Clerk explained that due to the exceptional circumstances, following a request from Cllr Lynn Tamsett-White, she had granted Cllr Spencer dispensation for the Woolwell section of the meeting. The dispensation will allow Cllr Tamsett-White and Cllr Prout the opportunity to make informed decisions when discussing the Woolwell section of the agenda.

District Cllr Bill Hitchins has had a request from a parishioner, who wished to remain anonymous, asking if the telephone box in Roborough could be removed, as it is being used for anti-social purposes. **ACTION 1: THE CLERK TO CONTACT BT**

District Cllr Nicky Hopwood raised a query of minute number 9107, from the meeting which took place on 28th February 2019, which stated '*Cllr Hopwood indicated she would no longer be giving reports but did give brief details of the changes to collection of refuse. She indicated that details had to be finalised*'. She wished it to be known it known that she did not '*indicate*' but that that she '*will no longer*' be giving a report and would like it to be minuted that the reason she will not be giving a report is because no minutes are recorded or published on the Council website. It was agreed once the Council gets to the agenda item of accepting the minutes as a true and accurate record the amendment could be proposed.

Liz Gilmour requested permission to join in during the agenda item regarding the website update. Having consulted with the Clerk, Cllr Spencer agreed to allow Liz Gilmour to be involved in the discussion. Cllr Spencer highlighted to the Clerk that Liz Gilmour has completed a vast amount of work on the Neighbourhood Plan.

MINUTE NUMBER	ITEMS FOR DISCUSSION
9116 9117	<p>REPORTS</p> <p>Police – nothing received</p> <p>South Hams DC (Bickleigh & Cornwood Ward) – District Cllr Bill Hitchins read his report to the Council. <u>Appendix 1</u>. Cllr Spencer asked Cllr Hitchins if he knew the details of the 8.5m community housing scheme. He referred this to Cllr Hopwood who is on the South Hams Executive Committee. Cllr Hopwood stated the scheme is for four community housing developments in South Brent, St Ann’s Chapel, Brixton and Kingsbridge delivering 55 new homes. The scheme is due to be funded from a combination of internal borrowing and external borrowing (from the Public Works Loan Board.</p> <p>(ii) In respect of the contamination / dirty recycling issues Cllr Spencer asked what can done – is it a case re-education? Cllr Hitchins agreed and said people need to take more care.</p>

9118	<p>Dartmoor National Park – Bill Hitchins read his report. Appendix ii. Cllr Tamsett-White asked about Dartmoor National Park’s tender process to which both Bill Hitchins and John Hart confirmed it was a rigorous process.</p>
9119	<p>South Hams DC (Woolwell Ward) – Cllr Spencer asked District Cllr Nicky Hopwood if, she would change her mind once the website was changed. Cllr Hopwood responded she would review the situation.</p>
9120	<p>Devon County Council – DCC John Hart presented a report. Appendix iii.. A discussion took place with the District, DCC Hart and members of the public as to why the Devon & Cornwall Police and Crime panel use ‘band C’ to when calculating their precept as opposed to ‘band D’. Cllr Hart explained the calculation was used because Devon & Cornwall properties were added together and combined with Torbay, band C is used.</p>
9121	<p>Woolwell Centre On behalf of the Woolwell Trustees, Barrie Spencer read out a report Appendix iv., which included information on the newly refurbished café facility, The Woolwell Bar (both funded by Bickleigh Parish Council), and the temporary opening of the Outreach Post Office service. The Post Office will be open in the centre, once per week (most likely a Wednesday) until the new shop takes over the permanent role. Barrie thanked Woolwell in Bloom for their tremendous work on the skirting outside the building. The Woolwell Centre’s website and facebook page are in the process of being updated. The report also highlighted maintenance issues and following works completed on the bar the Trust completed their own snag report. Cllr Tamsett-White asked if there was a plan works would be completed and whether the items needing attention listed on the snag report would be rectified. The Clerk advised she had not received any notes from the meeting. Barrie advised following the site meeting, with Council representatives and the contractor, Cllr Turner was due to liaise with the contractors. Cllr Tamsett-White suggested that whatever the future brings, the Council needs look at PPM’s and CIBAS being set up, which is a controlling of the building regulations. She went on to say the Council should be leading so that there is a routine plan of things such as checking the carpet, taps, lighting, heating, ventilation, CO2’s, sustainability etc. Barrie Spencer stated there are obligations the Council has in terms of the lease and equally the Trust does need to put together a plan regarding redecoration of rooms, lighting etc. The Clerk informed the Council the contractor had said to her that for some of the issues identified in the snagging report, it was for work he had completed voluntarily, i.e. not included within the invoice. No one present was aware of this. ACTION 2: THE CLERK TO LIAISE WITH CLLR TURNER REGARDING THE BAR REFURIBISHMENT IN THE WOOLWELL CENTRE. ACTION 3: THE CLERK TO DIARY A MEETING FOR MAY, FOR THE NEW COUNCIL TO REVIEW THE WOOLWELL CENTRE MAINTENANCE LIST.</p>
9122	<p>Roborough Recreational Hall & Playing Fields (a) On behalf of the Trustees, Bill Hitchins read a report. Appendix v. Cllr Spencer asked that once the installation of the alarm is complete, the Clerk is kept informed. (b) The Clerk reported the hall committee is progressing with the insurance claim and the Council has provided the hall committee treasurer with the necessary invoices / paperwork. (c) The Clerk reported that Cllr Lusk has spent some time reviewing the costs for the unused telephone line and has been liaising with Marilyn Small (the Clerk prior to Steve Clement-Large) as BT still had Marilyn as the contact. Following conversations with BT the current Clerk has been able get agreement from BT for the Late payment charges of £240.00 to be written off. The balance of the invoice (approx. £441) is under investigation.</p>
9123	<p>APPROVAL OF MINUTES OF MEETING HELD ON THURSDAY 28TH FEBRUARY 2019 The minutes from the meeting on 28th February 2019 were approved subject to the following corrections: 9107 - Cllr Hopwood’s request to include her reason for not supplying the Council with a report. 9103 - Cllr Spencer stated for the last two months she had not been receiving financial updates.</p>

	<p>9110 - Spelling error 'Roborough' not 'Rorborough'</p> <p>9111 - Cllr Spencer had made a note to diary a Review of Neighbourhood Plan, to take place in June 2019.</p> <p>Subject to these amendments, the minutes were approved. However, Barrie Spencer pointed out that Cllr Prout was not present at the last meeting.</p> <p>ACTION 4: THE MOTION TO APPROVE THE MINUTES OF THE COUNCIL MEETING FROM 28TH FEBRUARY TO BE CARRIED FORWARD TO THE NEXT COUNCIL MEETING (IN MARCH).</p>
9124	<p>(a) CONSIDERATION OF PLANNING APPLICATIONS</p> <p>Planning Application Ref: 0509/19/HHO Applicant Name: Mike Smith Description: New single store side extension Address: 1 Warren Park, Woolwell, PL6 7QF Recommendation: Proposed by Cllr Spencer, seconded by Cllr Tamsett-White and agreed by Cllr Prout that subject to no neighbourhood objections the Council supports the applications.</p> <p>Planning Application Ref: 0792/19/HHO Applicant Name: Mr Derek Newman Description: Replace existing conservatory with single storey extension and new replacement raised patio. Address: 26 Warren Park, Woolwell, PL6 7QF Recommendation: Proposed by Cllr Prout, seconded by Cllr Tamsett-White and agreed by Cllr Spencer that subject to neighbourhood objections the Council supports the applications.</p> <p>Planning Application Ref: 0725/19/FUL</p> <ul style="list-style-type: none"> • Applicant Name: Amazon UK Ltd Description: Alternations to service yard, installation of vehicle-to ground lift, installation of canopy and associated work. • Address: 1-2 Broadley Park Road, Roborough, Devon, PL 7EZ • Recommendation: Proposed by Cllr Spencer, seconded by Cllr Tamsett-White and agreed by Cllr Prout that the Council has no objections to this application. <p>(b) Decisions made on planning applications by the District Council The Clerk did not have an update on the decision made by the District Council available. This will be provided at the next meeting. <u>Appendix</u>^{vi}</p>
9125	<p>Matters arising from the last meeting</p> <p>9114 – Chairman’s time:</p> <ul style="list-style-type: none"> - A Facebook page is now back and running. - Cllr Hitchins confirmed the fly tipping Little Down Lane has now been cleared.
9126	<p>Woolwell in bloom</p> <p>(a) The Clerk read out a letter received from Woolwell in Bloom. <u>Appendix</u>^{vii} Cllr Spencer praised Woolwell in Bloom for their work.</p> <p>(b) Although previously agreed in principal, the decision to accept the proposed lease from South Hams District Council, for land at Woolwell to Bickleigh Parish was deferred until the next Council meeting. ACTION 5</p>
9127	<p>Joint local plan</p> <p>The Chair advised we have now received the Inspectors Report. She read a statement from Cllr Blake (Chair of BPC) “<i>they appear they have dismissed our concerns of a council in our comments about the major modifications and in particular the A386 for development and green spaces. We need to look at gypsy and travel site allocations and affordable housing applications.</i>”</p> <p>Cllr Spencer said the Council has to take the JLP in account when considering planning applications.</p> <p>Liz Gilmour suggested it would be a good have hard copies of both the Joint Local Plan and additional copies of the Local Plan available. Cllr Spencer suggested this would be a good</p>

	<p>idea to have packs available for the new Council. A concern was raised that if there are any modifications to the plan the electronic version will be up to date and having copies printed may not be necessary. It was therefore agreed to wait until the new Council is formed and see how many require printed versions.</p>																																																															
9128	<p>FINANCE</p> <p>(a) The re-appointment of the previous internal auditor Kevin Rose agreed.</p> <p>(b) It was agreed the Clerk would review and update the Financial Regulations. Subject to procedures in place, i.e. signatures on invoices, it was agreed to allow the Clerk a limit of £500.00 to make telephone BACS payments.</p> <p>(c) Cllr Spencer thanked the Clerk for the detailed financial report. The payments listing was reviewed with the following payments approved:</p> <table border="1" data-bbox="338 557 1481 1364"> <thead> <tr> <th></th> <th>Invoice Date</th> <th>Supplier</th> <th>Details</th> <th>Comments</th> <th>Amount (ex V.A.T.)</th> <th>Resolution</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>18/03/19</td> <td>JAB Services</td> <td>Gov.uk Domain</td> <td></td> <td>£ 60.00</td> <td>Approved</td> </tr> <tr> <td>2</td> <td>11/02/19</td> <td>Southmore Ltd</td> <td>Replacement of Flood light</td> <td>Cllr Spencer confirmed this was definitely fixed.</td> <td>£ 87.31</td> <td>Approved</td> </tr> <tr> <td>3</td> <td>27/02/19</td> <td>Southmore Ltd</td> <td>Call out charge</td> <td></td> <td>£ 50.00</td> <td>Deferred</td> </tr> <tr> <td>4</td> <td>21/03/19</td> <td>Southmore Ltd</td> <td>Oak flooring of bar area</td> <td>Cllr Prout asked Barrie Spencer if the work had been carried out *</td> <td>£ 800.00</td> <td>Approved</td> </tr> <tr> <td>5</td> <td>07/03/19</td> <td>Southmore Ltd</td> <td>Bar refurbishment</td> <td>The Clerk asked whether the Council would consider paying the invoice less a retention. It was agreed to contact the contractor and if the work is remedied within 28 days payment would be made.</td> <td>£4,529.39</td> <td>Deferred</td> </tr> <tr> <td>6</td> <td>19/03/19</td> <td>Stockton</td> <td>Taps in the Woolwell Centre</td> <td>Emergency repair</td> <td>£ 30.00</td> <td>Approved</td> </tr> <tr> <td>7</td> <td>15/03/19</td> <td>Jackman Peckover</td> <td>Inspection, service, supply & fit of pilot assembly.</td> <td>In sufficient information received.</td> <td>£2,647.80</td> <td>Deferred</td> </tr> <tr> <td>8</td> <td>20/03/19</td> <td>Steve Clement-Large</td> <td></td> <td>Due to GDPR regulations the amount is not being disclosed on the minutes.</td> <td></td> <td>Approved</td> </tr> </tbody> </table> <p>* (4) Barrie Spencer responded that his personal view, as a trustee, is they can say whether the work has been done but have not seen the contract or the invoice and does not know what was agreed. SEE AGENDA ITEM 9121, ACTION 2 – REFURBISHMENT OF THE BAR.</p> <p>(d) Cllr Spencer announced the Clerk has recently submitted V.A.T. reclaim submissions for the last two years. A member of the public raised the question if the V.A.T. had not been submitted, why was the auditor being reappointed, as this raises a question of financial compliance. Cllr Spencer re-opened the meeting to respond. The Clerk showed Cllr Spencer an email she had received from the auditor, which stated “the agreement was the Council would submit the claim after the conclusion of the audit.”</p> <p>(e) It was agreed the mobile telephone was no longer required. ACTION 6: THE CLERK TO ARRANGE TERMINATION OF THE MOBILE PHONE CONTRACT AND CANCELLATION OF THE DIRECT DEBIT.</p> <p>(f) It was agreed to allow the Clerk to purchase a telephone answerphone with remote access up to a value up to value of £75.00. ACTION 7.</p> <p>(g) It was agreed the Clerk would arrange for a professional to update and clear down of the Council laptops using Chezvouspc.com, who have provided the Council with a good service in the past.</p>		Invoice Date	Supplier	Details	Comments	Amount (ex V.A.T.)	Resolution	1	18/03/19	JAB Services	Gov.uk Domain		£ 60.00	Approved	2	11/02/19	Southmore Ltd	Replacement of Flood light	Cllr Spencer confirmed this was definitely fixed.	£ 87.31	Approved	3	27/02/19	Southmore Ltd	Call out charge		£ 50.00	Deferred	4	21/03/19	Southmore Ltd	Oak flooring of bar area	Cllr Prout asked Barrie Spencer if the work had been carried out *	£ 800.00	Approved	5	07/03/19	Southmore Ltd	Bar refurbishment	The Clerk asked whether the Council would consider paying the invoice less a retention. It was agreed to contact the contractor and if the work is remedied within 28 days payment would be made.	£4,529.39	Deferred	6	19/03/19	Stockton	Taps in the Woolwell Centre	Emergency repair	£ 30.00	Approved	7	15/03/19	Jackman Peckover	Inspection, service, supply & fit of pilot assembly.	In sufficient information received.	£2,647.80	Deferred	8	20/03/19	Steve Clement-Large		Due to GDPR regulations the amount is not being disclosed on the minutes.		Approved
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9129	<p>GDPR</p> <p>(a) Adoption of privacy notices DEFERRED UNTIL NEXT MEETING. ACTION 8</p>																																																															

	(b) To comply with GDPR and tidy up duplication of paperwork, it was agreed the Council utilise the services of a confidential waste service provider. A quotation has been received from Plymouth Self Storage for £6.00 per bag. The Clerk will work with Liz Gilmour regarding clearance of Neighbourhood Plan documents. ACTION 10 The Clerk stated the Council will need to adopt a retention policy.
9130	ELECTIONS 2019 It was agreed that in the event the Parish Council election is contested but District Council is not, the Council would require poll cards. Cllr Spencer confirmed funds have been set aside in the budget for election costs. ACTION 11 – The Clerk to contact South Hams DC to confirm the agreement.
9131	UPDATE ON THE COUNCIL WEBSITE AND FACEBOOK PAGE The Clerk and Liz Gilmour confirmed work is progressing. The Clerk expressed concern that although she has access to the main page of the website she does not have access to the Neighbourhood Plan section, which requires a separate login. Liz Gilmour confirmed should it be required she does have electronic documents for the Neighbourhood Plan, which can potentially be used for a new website. It was agreed that now the Neighbourhood Plan has been adopted and the referendum documents are available on South Hams website there should be no reason why the Council cannot change website providers. Cllr Hopwood asked if, in future the agenda can be posted on the Facebook page. ACTION 12 – THE CLERK TO INVESTIGATE COSTS OF WEBSITES
9132	CORRESPONDENCE The Clerk advised she had received anonymous correspondence regarding concerns over speeding in Bickleigh. Cllr Prout advised he will be taking the speed camera down and they will download the data. Cllr Prout and Cllr Turner will show the Clerk how to extract the data. Cllr Prout confirmed that even though he will no longer be on the Council he will continue to help with speed camera. Cllr Hopwood asked why the camera was being taken down and Cllr Prout responded that if left people get used to the camera's being there. Cllr Hopgood asked if the camera could be put up in Roborough. Liz Gilmour raised concern over motorcyclists going through Bickleigh Village causing anti-social behaviour. ACTION 15 ACTION 13 – CLLR PROUT / CLLR TURNER TO MEET THE CLERK AND DOWNLOAD THE CAMERA DATA. ACTION 14 – CLLR PROUT TO ARRANGE FOR THE CAMERA TO GO UP IN ROBOROUGH ACTION 15 – THE CLERK TO CONTACT THE NEIGHBOURHOOD POLICING TEAM BRINGING TO HER ATTENTION THE CONCERNS OVER THE ANTI SOCIAL BEHAVIOUR.
9133	The meeting closed at 09:30hrs. Date of the next meeting to be confirmed

i South Hams DC (Bickleigh & Cornwood Ward) – Report from District Cllr Bill Hitchins

The event that will prove to have the greatest impact on the Parish of Bickleigh is the adoption by South Hams District Council of both the Plymouth, South Hams & West Devon Joint Local Plan (JLP) and our own Neighbourhood plan (NP). These two documents will set the pattern of development well into the 2030s and are immediately effective. The JLP is a District wide document and one of the early plans produced in South Hams jointly with the two neighbouring Authorities.

The Neighbourhood Plan has been formulated by a small group of local residents over a protracted period involving much research deliberation and consultation and has produced a Plan based on local aspirations to underpin the JLP for this parish.

Details of the JLP may be found on the Plymouth website.

South Hams Capital Programme for 2019/20 has received approval and includes:

£60m for acquisitions and development

*New builds in Kingsbridge, Totnes, Dartmouth and Salcombe for employment
Construction of a decked Car park in Salcombe
A Chalet scheme in Beesands {8.5m for Community Housing}*

Locally, recent planning decisions have included:

- Roborough Farm - 2 dwellings approved
- Lidl - Refusal of increased opening hours
- Plessey - amended planning conditions

The Council is currently experiencing some contamination issues with its recycling waste resulting in reduction in its value.

This inevitably has a budgetary implication so a little more care would help the Council Tax requirement. Finally the Council has received a Bronze award for its success in Transition in the Field of IT.

As the election approaches the Council has commenced a period of **purdah** which prohibits any political activity by both Members & officers in carrying out their duties up to May 2nd.
Bill Hitchins

ii Dartmoor National Park - Report from District Cllr Bill Hitchins

The proposed visitor Centre at Postbridge has moved a step forward when the Development Management Committee approved a plan to extend the facility to house a Bronze Age focus display. The scheme enjoys the approval of Prince Charles and the Duchy of Cornwall and now awaits the result of a tendering process.

The Dartmoor National Park's emerging Local Plan is in its final stages leading to adoption. It will eventually sit alongside the recently adopted Plymouth, South Hams & West Devon Local Plan and will be the template for development into the 2030s. It is based on the two main National Park Principles as set out in the 1948 Act.

There have been two important discussions. The first with Julian Glover who is chairing the Committee focusing on the future of National parks and Areas of Outstanding Beauty.

The agenda included:

1. Engagement – offering wider appeal to sectors of the public e.g. youth, walkers, schools, people with access difficulties and ethnic minorities

2. Environmental outcomes – improving biodiversity, climate change and Water retention and peat bog restoration
3. Governance – size of Authorities and committees and election processes

The second was with the NFU Chair (Minette Batters) regarding farming and the environment – a role in which Dartmoor is a leading contributor.

Defra has produced a new template to amend the terms and conditions that will apply to secretary of state nominations as members of the Authority.

National Parks UK a body that represents all 15 Park Authorities (England, Wales & Scotland) has just registered its own charity foundation to enable large corporations who wish to make contributions the National Park family may do so easily and efficiently.

Locally, I have been working with Shaugh Commoners' Association to address their issue of wellbeing, health and safety. The Shaugh – Cornwood road has the highest record of animal accidents on the Moor where, overall the figure is very close to 200.

The commoners, with special licence, intend to employ aerial application of a specific herbicide to reduce the bracken cover along the main routes, around the housing and clay works and some of the popular open areas.

The use of a helicopter is preferred because of the amount of clutter which make quad bikes very dangerous, clearing the road verges allows for better visibility of stock, reducing thick bracken reduces the risk of Lyme disease, reduces the fire risk to the local housing and Clay works and ultimately improves the grass cover to the benefit of grazing animals.

Bill Hitchins

Chair, Dartmoor National Authority

iii Devon County Council Report from Councillor John Hart (Bickleigh & Wembury Division)

Main issues

- Even though the Children's Services will have overspent by some £12m, Devon County Council is likely to come in budget for 2018/19. Other departments have underspent. The payment of some work that has been completed has been rescheduled as capital expenditure instead of revenue. We have had a relatively mild winter.
- At County level a lot of work is going on planning for Brexit. With or without any agreement for Europe, The Chief Executive for DCC has been asked to act as the co-ordinator for the 7 counties in the region (from Gloucester to Council), which will include 41 local authorities.
- DCC are making plans to look after the old, young and vulnerable with the county. Whatever happens, Devon is a big county, with approximately 800,000 residents. Contingency plans are being drawn up to try and prepare for different scenarios.
- It is worth remembering that from the over 105,000 young people in the 360 plus schools in Devon over 20,000 of these young people require some sort of school transport. Young people and teachers all need to be able to get to school and back home should there be any panic buying for fuel. There will be no shortage of fuel but there may be a distribution problem and we need to be prepared.
- Nearly 9,000 of these young people are being supported in some way by DCC staff and this must continue.
- Our Adult Services department are looking after over 19,000 adults. Again, DCC are planning to continue supporting these people. Over the last 12 months over 24,000 clients have received either an assessment or service within the Adult Care service.

- Our Trading Standards and emergency teams have been strengthened. In the short to medium term we are expecting to be asked to support other organisations.
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iv **Woolwell Community Resource Trust Report – Mr Barrie Spencer**

The Trustees of the Woolwell Community Resource Trust are pleased to be able to present their report to Bickleigh Parish Council for March 2019.

March has been a very busy month for us for a number of reasons.

Our newly refurbished Café facility has been open for a few weeks now. The café, officially known as The Woolwell Café, has been offering more of a takeaway service to local people and local businesses since any inhouse offering has been limited due to the work being carried out on the bar area. Jane, our new cook, has been extensively involved in establishing our menu, training staff on the new equipment and reviewing the inevitable paper work that sits behind offering a café facility in the first place. We have a new menu – (shown) and have a hot drinks loyalty card which is now in operation. When you use the café for a hot drink the 10th is free. Your card is on your chair! There is much more to come from the Café so do come in regularly.

The bar has recently been completed although there are still a large number of snagging issues which need to be resolved. The bar – now called The Woolwell Bar – will be open during many events where the hirer wishes a bar facility. We will be reviewing the whole bar offering at future meetings to see how best it can serve the community.

We are very grateful for the Council's input into these new facilities at the Centre. These are much needed and will be well used. We want to celebrate the new café and bar and one of the ways that we will do this is the holding of a community open day. This is on Saturday, 30 March between 4pm and 9pm. The hope is that people will come into the Centre, see what we can offer and start to enjoy our new facilities. All food and drink on offer will be at a fixed price of £2.50 so there is no excuse not to be here. We hope that all Councillors will come along and fly the flag for us. This is a marvellous facility and we want you all to start to praise what you have provided for the community.

We have been reviewing our website and Facebook pages; both of which are very well used. They have not been updated for a while and need to be refreshed as part of a strategy to constantly engage with the community and keep them coming back. This will be an ongoing process and will be driven by having available funds from what will hope will be increased income from the new facilities.

I mentioned the snagging issues regarding the bar. Following completion of any project and as part of any business or professional organisation's procedures, it is standard practice to produce of a list of issues which might cause concern. I stress that this is not a whinge list, it is a constructive document that aims to ensure that all items that the contractor agreed to do have been completed and to a satisfactory standard. We put together a list of issues for the Council and we had a joint meeting with them and the contractor on Tuesday, 26 March. Each one of the issues we identified has been discussed and we now look forward to their resolution.

Whilst in the same vein, we have produced a document which we call a maintenance list. We have done this for many years now. This has been supplied to the Council as an aide-memoir listing any building problem that has arisen and which we have been able to identify whilst using the building and it is also our wish list when funds become available. Again, this is not a whinge list it has been produced as a helpful reminder of what needs to be addressed either on the part of the Council or on the part of the Centre. It concentrates all issues in one document for easy reference. This maintenance has been discussed at Council before and in going through it, it has become apparent that many items identified have not been understood by the Council and others have just been ignored. In an effort to be open and transparent we invited the Council to meet with us and go through the list to ensure that all of us understood what was being talked about and why. That meeting was held on 08 March and was attended by Councillors, Trustees and management team from the Centre. Most items were addressed (external items were not due to the inclement weather) and the whole list has been updated with corrections, additions and action points. This document has been shared with the Council and will remain regularly updated by us all to ensure that future problems remain in our joint minds and are addressed accordingly. This was a very valuable exercise and we look forward to further meetings on a regular basis to deal with all building issues.

One last item on the building. We have experienced significant and ongoing issues with heating in the Woolwell Hall which is the main hire area. The heating has failed on so many occasions now we have lost count. We still have no real idea of what is happening, when matters will be resolved and how, in future, we should deal with

general emergency issues that might arise. We would be grateful for some clarity on the suggested procedures that we made as far back as February 2017. We are in an impossible position when services fail, and we do not know what to do. We still feel that we need a more structured process for dealing with problems as they occur.

We would like to thank Woolwell in Bloom for their tremendous work on the skirting around the building. You can see for yourself how much difference it makes when people contribute to their community. Well done and thank you for making us look lovely.

One other point and then I will shut up. We thoroughly investigated the prospects of opening a Post Office in the Centre when we heard that the one at One Stop was closing. We had meetings with the Post Office and conducted a comprehensive feasibility assessment of whether we were in any position to offer the facility ourselves. It was disappointing that at that time we were unable to assist. We now, of course, know that there will be a new facility in the soon to be opened shop on the same site. We have been asked by the Post Office if, in the interim, we will allow an outreach post office inside the Centre. This will be once per week, probably on a Wednesday, until the new shop will take over the permanent role. We have agreed. We are pleased to be able to support the local community in situations like this where a service is essential.

BMS
28mar19

v Roborough Recreation Hall & Playing Fields

The Playing Fields

As a result of vandalism the committee took the decision to purchase a steel container (20ft x 8ft) to allow secure storage of ground equipment and machinery. It was delivered some 10 days ago and is sited near the pavilion. There is room to store rollers, grass machines and picnic benches and will also allow its use as a score box during the cricket season.

The Cricket pitch has come through the winter pretty well and work is starting on it pre-season.

The new Football club has settled in and their main pitch is improving steadily. Attention is being turned to the bottom end of the nitro on the possibility of bringing into use again for junior football. The site generally has been cleaned up and the possibility of some more chipping around the front of the Pavilion is being considered.

The village Hall

Most of the damage resulting from the vandalism at Christmas has been cleared up. The Insurance claim has been submitted and office furniture and equipment been replaced.

The Committee agreed to move forward with a new fire exit route and new external doors. When finished, the Hambley Room will be painted.

The scheme to replace the kitchen floor has been approved and fundraising is underway to replace the units & work surfaces together with any equipment that is not fit for purpose.

Regular bookings are holding up although some of the casual ones are a little disappointing. However publicity to nullify, the effect of the vandalism seems to be bringing in more business.

Finances are sound

Bill Hitchins
Chair RRH & PF Trust

vi Woolwell in bloom

We have postponed starting on the Commerative Garden at the Doctor's due to the ground being wet. A new date for April will be confirmed.

The jungle garden by Nacho will start once the painting has been done.

We have laid three new herb kitchen gardens by the side of the centre. The other three gardens will become wildflower beds. The tubs at the front of the centre have two fragrant evergreens.

We would have liked to have finished the side gardens before the open evening but were unable to get together.

vii **South Hams District Council Planning Decisions**

South Hams District Council

Planning Decisions between 2-Mar-19 to 8-Mar-19

Town/Parish: Bickleigh

APPLICATION NUMBER : **0108/19/TPO Bickleigh**

LOCATION : Roborough House Nursing Home Tamerton Road Roborough PL6 7BQ

APPLICANT NAME : Mr David Tee

APPLICATION TYPE : Works to a TPO Tree

GRID REFERENCE : (250040, 62989)

PROPOSAL : T1: Ash - Multi stemmed - Remove cracked stem next to paddock, crown raise to 4m from roof of shed. Due to safety concerns regarding structural integrity.

CASE OFFICER : Lee Marshall

DECISION DATE : 04-March-2019

DECISION: **Refusal - Lesser Tree works allowed**

South Hams District Council

Planning Decisions between 30-Mar-19 to 5-Apr-19

Town/Parish: Bickleigh

APPLICATION NUMBER : **0153/19/FUL Bickleigh**

LOCATION : Rose Cottage Station Road Bickleigh PL6 7AL

APPLICANT NAME : Mr & Mrs C & R Hattersley

APPLICATION TYPE : Full Planning Application

GRID REFERENCE : (252556, 62379)

PROPOSAL : Subdivision of dwelling (5 bedrooms) into 2 dwellings (2 bed and 3 bed dwellings)

CASE OFFICER : Jeffrey Penfold

DECISION DATE: 03-April-2019

DECISION: Refusal

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