

# BICKLEIGH PARISH COUNCIL

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**Minutes of the Meeting of Bickleigh Parish Council which was held on Thursday 25 June 2020 at 7.30pm via Zoom.**

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There was 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. No points were raised.

**Present:** Councillors Barrie Spencer (Chair), Haymes, Taylor, Archer, Carole Spencer, Blight, Tamsett-White and Hopwood

**Not Present:** Councillor Rundell

**In Attendance:** Helen Nathanson (Parish Clerk), 1 member of the public who left the meeting at 7.52pm

## **1. To receive apologies.**

There were no apologies.

## **2. To declare any personal or pecuniary interests in items on the agenda and the nature of that interest.**

Councillors Carole Spencer and Haymes declared a pecuniary interest as employees of the Woolwell Community Resource Trust.

Councillor Barrie Spencer declared a personal interest as a member of the Woolwell Community Resource Trust.

Councillor Archer declared a pecuniary interest in the electrical and security works to the Woolwell Centre because her husband's business is involved in providing those services.

## **3. To introduce the new locum Parish Clerk.**

The new locum Parish Clerk was introduced and the Chair welcomed her to the meeting.

## **4. To elect a new Vice Chairman of the Council.**

Councillor Tamsett-White explained that work pressures were making it more difficult for her to give the time that she would like to the role of Deputy. Councillors discussed this and all agreed that they really wanted her to remain in position because she was doing such a good job. They reassured her that there was no need for her to be giving any more time and that they would be grateful if she would continue for the time being. Councillor Barrie Spencer therefore proposed that Councillor Tamsett-White remain in post and this was resolved unanimously and with her agreement.

## **5. To approve the Minutes of the meetings on 28<sup>th</sup> May 2020 and 9<sup>th</sup> June 2020.**

The Minutes of 28<sup>th</sup> May 2020 were approved subject to the following amendments:

- |            |  |
|------------|--|
| Item 8/20  | b) – There is only one Christmas tree in the Woolwell Centre.<br>e) – The PC agreed the review of terms of use for Roborough Green.  |
| Item 10/20 | b) – The recommendation to accept the quotation of £3,481 from JT Greaves to rectify the faults found following the electrical survey completed in the Woolwell Centre was approved. It was agreed that the Parish Clerk would contact them to instruct.<br>c) – The recommendation to accept the quotation of £420 from E & S Ltd to replace the emergency lighting in the Woolwell Centre was approved.<br>d) – The installation of a new CCTV camera, with a budget of £500, facing the Council's office and using the Woolwell Centre's recording equipment, was approved. |

e) – The following purchases were approved: (i) £2,268 for computer equipment (ii) £1,708 for installation of Wi-Fi (iii) £9,074 replacement flooring.

The Minutes of 9<sup>th</sup> June 2020 were approved.

*At this point the public was excluded from the meeting by reason of the confidential nature of the business to be transacted.*

See separate Confidential Minute.

*The public was readmitted and the meeting reconvened.*

#### **6. To raise any matters arising from the minutes of the last meeting.**

The following matters arose:

The Parish Clerk was asked to contact JT Greaves about the electrical work in the Woolwell Centre as an urgent matter because the works are required for reopening.

The Council insurance has been renewed but still needs to be reviewed.

#### **7. This item was brought forward to be discussed before Item 5 because a member of the public was present to hear this section.**

**To consider and make comment on the following planning applications:**

1515/20/PIP Mr R Miles  
Application for permission in principle to reconstruct two storey detached house  
Woodlands House, Station Road, Tamerton Foliot, Plymouth, PL5 4LD

Bickleigh Parish Council supported the application for Permission in Principle on the grounds that there had previously been a residential dwelling on the site.

1701/20/HHO 25 Clover Rise, Woolwell, PL6 7TB  
Householder application to build summer house for home office, single storey flat roof extension  
attached to existing garage

Bickleigh Parish Council supported this application. The PC considered that the applicants had made appropriate changes to the design and height and had taken into account the PC's previous concerns.

Councillor Carole Spencer abstained from the vote as she has a personal interest.

#### **8. To note the report from the Woolwell Community Resource Trust and to set a date for the Woolwell Centre Working Group to meet with the Trust to discuss its needs in more detail.**

Councillor Tamsett-White took over as Chair for this item because Councillor Barrie Spencer has a personal interest.

The report was noted.

Councillors discussed the request to bring forward the £6,000 grant payment. Councillor Archer proposed and Councillor Taylor seconded and it was resolved to pay this on 1<sup>st</sup> July. Councillors Barrie Spencer, Carole Spencer and Haymes did not vote.

It was then agreed that the Woolwell Centre WG should meet with the Trust as soon as possible to go through the rest of the report in detail. The Trustees, WG and Centre Manager will meet on Wednesday 1<sup>st</sup> July at 7pm via Zoom.

Councillor Hopwood asked it to be noted that she was disappointed that the discussion about this was held without a representative of the PC in attendance and Councillor Barrie Spencer agreed that this was an oversight. Councillor Carole Spencer thanked the PC for agreeing to pay the grant early as it will allow them to purchase key Covid materials for the reopening. Councillor Barrie Spencer resumed the Chair.

## **9. To receive reports from County and District Councillors.**

County Councillor Hart sent his apologies and submitted the following written update:

“The number of people with Coronavirus has continue to reduce in the County. The County is now looking towards Recovery and the Government’s decision to open up the Tourist trade is going to be a very important step towards this. Tourism accounts for about £2billion income to the County and directly employs some 85,000 people.

I think I reported last month that Devon was asked to be a Beacon Council on the Track, Trace and Contain the Covid-19 virus. We will be going public very shortly on how we will be operating this program in order to re-assure the Residents of Devon that the County will continue to work with the increased holiday population coming into the County.

The large increase of day visitors on both the coast and Dartmoor over the last few weeks in particular on weekends has NOT produced any spike in Covid-19 cases. The cases in Devon continue to reduce. Last week with a population of some 800,000 residents there were only 9 new cases and roughly the same the week before. Devon has now been reported as the County with the lowest rate of infected people per 100,000 population in the South West.

Between Covid-19 , working with the Devon MPs , the 8 District councils, the 3 Local Enterprise Partnerships covering the Great South West and many other issues coming up on a daily basis, I have not been able to attend your meetings for a few months. Please accept my apologies and Email me any problems where you think I can help.”

### District Councillor Hopwood

SHDC is moving into the Recovery stage and building up a Recovery plan which should be ready for September.

There will be no August break for the Council as there is so much to be done.

They are £2.5m down on revenue and this is not an overspend as has been incorrectly reported. They are hoping for another Gov grant but are still waiting to hear.

Leisure centres can’t be opened and Fusion has significant financial problems as a result.

There is a huge litter problem in the South Hams especially on beaches, with people leaving litter by and not in bins, which is fly-tipping. SHDC has launched a communications campaign to explain this and Locality officers will now be out and about and fining people if they are caught doing this.

Woolwell is getting back to normal gradually. No play parks will be open until 4<sup>th</sup> July which is an issue in Woolwell as they are currently being used illegally.

Grass cutting around the parish is not up to the expected standard.

The new rules for waste collection have had to be postponed until next year. Recycling bags will continue to be delivered to individual houses on request until the new system is in place but residents should be encouraged to collect them from the Woolwell Centre instead as there is a cost implication of the delivery. Councillor Archer agreed to promote this on the FB page.

### District Councillor Barrie Spencer

This is my first District Councillors report since February so there is much to update you on, but I will concentrate on only the major items to try to keep the report manageable.

**Covid 19** SHDC set up various cluster groups in the District that were designed to help Parish & District Councillors deal with the many faceted effects of Covid 19. They acted as a co-ordinator of information and resources and were used by Bickleigh on a number of occasions to help provide local support. These groups were manned by SHDC staff who were taken from their normal duties and asked to act in the support role. The Cluster groups provided a website detailing support groups in each Parish, helped to organise the collection of prescriptions, shopping, walking dogs for

those who could not venture out, provide emergency food through foodbanks, created local support action groups, launched and manned a community support line fielding over 345 calls. The Cluster also helped support businesses through the maze of grants and loans available. The groups are now being scaled back with staff slowly returning to their normal duties, but the Council will continue to play a key role, alongside, partners, responding to the short, medium and long term impacts of the pandemic.

**The Legacy of Covid 19** SHDC has played a vital role in responding to the global pandemic by continuing to deliver its core services whilst realigning its staff and resources to respond to the ever-changing needs of the community and of Government initiatives. But it has to be said that the Council's finances have been adversely impacted for a number of reasons with a loss of its own income being a significant factor. The scale of the impact cannot be assessed at this stage and will be dependent upon a number of factors including clarity on timescales for recovery and future Government support. The time has come to start to plan for the recovery and develop an approach that will help us all move forward. The legacy of Covid 19, however you look at it is serious. The Council was already under pressure with a predicted budget gap of around £0.57m for 2020/21 and a cumulative budget gap of £3.2m over the five-year period to 2025/25. This is set against a net annual budget of £9.4m for 20/21 alone. Covid has put extra costs on services that support the most vulnerable and, in particular the homeless. Additional funding is urgently needed to help the council through the crisis and the Council is hoping that this will come from central Government. Prudent financial management in the past has meant that the Council was in a relatively healthy position before the pandemic hit. The Council has welcomed the £900,000 received so far from Government but the estimated reduction in income and increased expenditure could mean that we are on the wrong side of £6m. The Council continues to lobby Government.

**Recovery Plan** The Council is now drafting its Recovery & Renewal Plan which was first discussed in detail at the Executive meeting on 04 June. There are a series of Member briefings starting on 09 July and we will learn more as time progresses. This plan is vital to the Council's forward planning and I will let you know more as things develop.

**Fly tipping** This has always been of concern but there seems to have been a huge upsurge in fly tipping in the area including commercial refrigerators, cars, car seats, carpets, domestic debris and all sorts. South Hams are doing what they can but there is a backlog and a limited number of sources that the Council can use to remove the offending material. They continue to monitor the position and hopefully will continue to make progress as more sources open up.

**Play Areas** SHDC staff are busy inspecting children's play areas with the hope that they should all be available to open in time for the 04 July deadline.

**Barwood Development** As much as we might have wished it had gone away, Barwood is still around and both Nicky and myself have been holding regular monthly Zoom meetings with both the planning officer and the Urban Fringe co-ordinator. Unfortunately, Barwood are still intent in their actions and this is still progressing slowly. Additional reports and further studies are being sought and there could be a further consultation in the autumn which would offer greater insight into their current thinking. I would encourage you to maintain the pressure on the developers; nowhere in my script does it say that we should make life easy for them.

**SHDC Meetings** These meetings continue to be held using Skype rather than face to face and are likely to be conducted in this way for some time. Members of the public are invited to attend and details of all meetings are provided on the SHDC website under the 'Your Council > Committees' tabs.

**Report It** Can I remind residents that if you have issues relating to dog fouling, noise nuisance, missed bin collections, pot holes etc you can report it direct to SHDC direct through their 'Report It' facility on their website. You can report things as they occur without waiting for the next Parish Council meeting. Similarly, Parish Councillors can do this on behalf of residents by using the same portal.

## 10. Finance

- To note the Internal Auditor's report and recommendations for the 2019/20 accounts. This was noted. Councillors were pleased to see an improvement on last year and praised Mrs Heald for the work she had put in to the task.

- To sign and approve Sections 1 and 2 of the Annual Governance and Accountability return for 2019/20.  
Section 1 of the AGAR was approved.  
Section 2 of the AGAR was approved.
- To note the current bank balance of £101,596.70 on 20<sup>th</sup> June 2020.  
This was noted.
- To approve the following payments:

Councillor Tamsett-White took over the Chair for this item because Councillor Barrie Spencer has a personal interest.

Electrical & Security Ltd	Electrical works to the Woolwell Centre	£810.00
Future Cooling Solutions Ltd	Monthly Invoice	
	Heating Ventilation and Aircon - Woolwell Centre	£129.00
EE	Broadband and Mobile – May and June invoices	£49.04
Mrs K J Snooks	Internal Audit of PC Accounts 2019/20	£325.00
<b>Total</b>		<b>£1313.04</b>

Councillors Carole Spencer, Barrie Spencer, Haymes and Archer did not vote on the payments to the Woolwell Centre.

All payments were approved to a total value of £1,313.04.

**11. To agree that Council Working Groups and Committees will now resume regular meetings remotely and to set dates for the following:**

Asset & Green Spaces Working Group

It was agreed that there were various matters to be discussed and the WG will therefore meet on Monday 13<sup>th</sup> July at 7pm via Zoom.

Budget & Finance Working Group

It was agreed that there is no requirement for this group to meet at present. Councillor Barrie Spencer will send to the Parish Clerk a grant request from the church which needs to be looked at.

Woolwell Centre Working Group

The meeting will be as agreed at Item 8.

Woolwell Centre Lease Task & Finish Group

It was agreed that there is no requirement for this group to meet at present.

Climate Change Working Group

It was agreed that there is no requirement for this group to meet at present. The WG will be taking its lead from SHDC and DCC and further announcements are expected soon.

**12. To receive an update from the Staffing Committee.**

This was received.

Councillor Haymes explained that the Locum Clerk was expected to be with the PC for a couple of months until a permanent clerk is found.

An advertisement has been created for the Parish Clerk position and it has been posted on the website and FB page. They are also looking to put it on the Devon and the Cornwall Associations of Local Councils websites which is at no cost. The SLCC is relatively expensive and it was instead considered that the DCC website, Devon Jobs, would be suitable as it is half the price and attracts a wider audience. The closing date of 8<sup>th</sup> July was discussed and it was agreed to extend it to 10<sup>th</sup> July to allow 2 clear weeks.

Interviews are planned for the week of 13<sup>th</sup> July.

The Chair thanked the Committee for all their time.

**13. To note the meeting notes from the Woolwell Centre Working Group dated 18<sup>th</sup> May 2020.**

These were noted.

**14. To receive updates from representatives on outside bodies.**

- BPC/Woolwell Centre representative – none received
- BPC/Roborough Recreation Hall representative – none received

**15. To note the date of the next meeting on Thursday 23<sup>rd</sup> July 2020 at 7.30pm via Zoom.**

This was noted and the meeting ended at 9.20pm.

Councillor Barrie Spencer  
Chair