

BICKLEIGH PARISH COUNCIL

The Council Offices, The Woolwell Centre, Darklake Lane, Woolwell, PL6 7TR

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Minutes of the Meeting of Bickleigh Parish Council held on **Thursday 14th January 2021 at 7.30pm**. The meeting was conducted remotely through Zoom.

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 members of the public were in attendance.

Present: Councillors B Spencer (Chair), C Spencer, Tamsett-White, Haymes, Taylor and Blight

Apologies: Councillor Rundell

In Attendance: Helen Nathanson (Parish Clerk)

1. To receive apologies.

It was resolved to accept the apologies.

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

The following interests were declared:

Councillor C Spencer declared a pecuniary interest as an employee of the Woolwell Community Resource Trust.

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

3. To review this year's budget and expenditure for 2020/21 and to discuss any outstanding or emerging items that need to be considered before the end of the financial year.

Councillors discussed the income and expenditure to date and noted that there was likely to be a significant underspend in this financial year. The Assets Working Group and the Finance Working Group had both previously discussed the need for a condition survey on the Woolwell Centre as there are no records of the last time this was done and a leak in the roof this week has highlighted the need. A buildings reinstatement cost survey was also highlighted as a recommendation from the insurance company and it was therefore resolved to use some of this year's underspend to commission both surveys in this financial year, if possible. The Clerk will arrange quotes.

4. To agree the budget for 2021/22 and to set the precept.

Draft Budget

Councillors discussed the draft budget in detail and the following points were raised:

- The amount for Legal & Professional Fees was increased to £5,000 to cover the projected legal work required to draw up the leases on the Woolwell Centre.
- The amount for IT was increased to £1,500 to cover both IT support and website/email hosting.
- Discussion was had about the possibility of contracting professional planning support to help the PC respond to the revised Barwood applications. The Parish Clerk was asked to contact planning consultants to ascertain what the costs and timeframes might be for doing this.
- It was agreed that the NP review must take place and the Clerk was asked to approach NP consultants to get an idea of cost: locally based consultants would be preferable.

- It was agreed that the bus shelters would need replacing in due course and that these would be an expensive purchase. It was suggested that the PC could speak to Plymouth City Council to see if the shelters could be included in their rounds.
- Discussion was had about converting a space in the Woolwell Centre to become a PC office. The costs are unknown at present and it has been difficult to progress quotes because the Centre staff are on furlough. It was decided to include a sum which should cover the potential works required and more work will be done before the January PC meeting to determine the actual cost.
- It was agreed that the contracts for fire and security in the Woolwell Centre were relatively expensive. It is too late to change the contracts this year but it was agreed to look at changing them in 2022.

Precept and Reserves

Councillors resolved to maintain the same level of precept as for 2020/21, including the amount which was awarded for the Council Tax Relief Grant. This gives a total of £87,775 which represents a negligible rise of 0.27%.

Councillors agreed that it would be appropriate to use the General Reserve if necessary, in view of the emergency situation which we are experiencing, and to avoid putting up the precept. It was also agreed to use the following Earmarked Reserves:

Woolwell Centre - £25,000

Legal & Professional Fees - £1,100

PC Office - £1,200

It was agreed that more discussion was needed about the need for planning and Neighbourhood Planning consultation and therefore the final budget will be ratified at the Parish Council meeting on 28th January 2021 and SHDC notified on the 29th January as requested.

5. Finance

- To note the current bank balance of £74,668.11.
This was noted.
- To approve the following payments:

Date	Payee	Total	VAT	Net	Details
14/12/20	Cleanwise	£54.00			Bus Shelter Cleaning
31/12/20	Rialtas Software	£84.00	£14.00	£70.00	On Line Training and Support Session
18/12/20	Chubb	£811.80	£135.30	£676.50	Annual Intruder Alarm Contract

It was resolved to approve the payments.

- To note that £8,000 has been paid to the Woolwell Centre which is the outstanding amount of the £14,000 Covid Emergency Grant which was approved in July 2020.

This was noted.

6. To note the date of the next meeting on Thursday 28th January 2021 at 7.30pm.

This was noted and the meeting ended at 8.55pm.

Councillor Barrie Spencer
Chairman