

BICKLEIGH PARISH COUNCIL

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Minutes of the Meeting of Bickleigh Parish Council held on Thursday 27th May 2021 at 7.30pm in the Woolwell Centre.

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

Apologies: Councillors Rundell and L Taylor

In Attendance: Helen Nathanson (Parish Clerk), 1 member of the public

A member of the public spoke about the grant application which has been submitted for consideration. The Year 6 children at Bickleigh Down School are finishing school at the end of July. They have already had two school trips cancelled and now their end of term disco cannot take place in the school. The parents have undertaken to make it happen in the Woolwell Centre instead. Parents will be paying for the food and the event will be a little more expensive because of the change of venue so she has submitted a grant to ask if the PC would contribute to allow the disco to go ahead. If the ticket cost is too expensive then they may have to cancel the event because they would not wish to exclude anyone who cannot afford the ticket.

Councillors thanked her for attending and the item was brought forward for discussion.

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.

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

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

Councillor Haymes declared a personal interest in planning application 1462/21/HHO as it is a neighbour of hers.

3. To approve the Minutes of the Parish Council Meeting on 22nd April 2021.

It was resolved to approve the Minutes of the Meeting on 22nd April 2021.

(13.) Councillors brought forward Item 13 to discuss the grant application from Bickleigh Down School.

The proposal was discussed and it was resolved to approve the grant.

4. To raise any matters arising from the minutes of the last meeting, including:

Speed radars

Councillor Blight gave an update on the costs of upgrading the radar by installing a solar panel. The PTSC 823 Solar kit costs £475.00 + VAT. This includes bracket and post fixings for installation to the same post as the speed sign. A complete service of the unit 'SLOW DOWN' sign including 1 new 18Ah lead acid battery and conversion to solar operation will be £285.00 + VAT. The cost of shipping will be £35 + VAT each way.

Councillors discussed how frequent the speeding is around the area, with particular problems in Bickleigh village.

They agreed that it would be useful if the data could be part of the traffic assessment for the Barwood planning applications. It was therefore agreed to fund this upgrade and service of the speed radar from the Street Furniture budget and Councillor Blight will arrange shipping.

Community Speedwatch is available as an option to communities and councillors have been asked to speak to the local police once the G7 event is over.

Noticeboard cleaning

The company who cleans the bus shelters for the PC would be happy to take on regular cleaning of the noticeboards at a cost of £3.50 per board.

The Bickleigh and Roborough boards need to be repaired as they are too dilapidated to clean. Councillors discussed use of the board and the fact that they need to be better used. The Bickleigh board is set back from the road and councillors wondered if it needs to be moved to a new location. Some councillors questioned why noticeboards are required and whether or not they were outdated and the point was also made that, if we need noticeboards, there should be one in Tamerton and in Maristow too. The Clerk will check the legal position on whether agendas have to be displayed on notice boards.

Bus Shelter repairs – Pick Pie Drive

The Assets WG had discussed whether it would be possible to replace a standard shelter with a block-built open shelter which could look attractive and be a permanent fixture. The Group is going to investigate whether planning permission and building regulations would be required and then they will come back with more ideas. It was agreed that a shelter was required in this location and not just a bus stop. In the interim, it was agreed that the plastic on the front section needs to be removed immediately so that it is not a danger. This will be arranged.

5. To receive reports from County and District Councillors.

Councillor John Hart gave his apologies and sent in the following report:

“Have just had the first meeting of the County Council. Please accept this very short report for tonight’s meeting and thank the Parish for all they are doing. I would like to thank the people of Bickleigh and Woolwell who turned out to vote in the recent County Council Election, especially those who support me! The first meeting of the new County Council is today, Thursday and I have been asked to continue on as Leader for another term. I have unfortunately had to make a few changes to my Cabinet because some of the team who have been with me for some years have retired.

I would like to talk with the Parish Council about the bus shelter at the end of Pick Pie Drive sometime. Some time ago there was discussion about renewing this shelter. This possibility was raised again by residents when I was canvassing that area recently. I cannot remember the costs involved but might be able to help fund something assuming the shelter belongs to the Parish Council.

Please send on any concerns that you think I can help with after tonight’s meeting.”

District Councillor Barrie Spencer answered questions about the new recycling service which has been subject to many complaints. He encouraged everyone to report any problems online so that they go directly to the company.

SHDC Restart Grants – the Woolwell Centre application was acknowledged on 12th April and it has not yet been dealt with. This has caused problems and it was noted that this was not an acceptable timeline for businesses which are struggling at the moment.

District Councillor Nicky Hopwood gave her apologies.

6. To receive the notes from the Woolwell Centre WG meeting on Thursday 6th May and to discuss progress.

The notes were received and the following recommendations were approved:

1. That the Parish Council continues to use Future Cooling as the contractor for Heating, Vent and Air Conditioning in the Woolwell Centre for the next year.
2. The Legionella Assessment was paid for by the Centre but it is a landlord responsibility and it was agreed that the invoice should be passed to the Parish Council for payment.
3. Councillors proposed that there be a pre-authorised amount of £500 for urgent repairs. The reason for this figure being set relatively high is that the Centre is a public building and any defects must be repaired urgently. It was also

agreed that the Centre would produce a folder of preferred and approved contractors to be used in these circumstances.

The site visit to the Woolwell Centre looked at the most urgent actions for repair and this list has been sent to contractors for quotes.

Discussion was had about whether or not contractors should comply with the PC policy on climate change and there was some disagreement about this. Councillor Barrie Spencer asked that any contractors be approached about their climate policies so that we are operating in line with the PC's climate change policies. Other councillors considered that it would be difficult to apply this, particularly to small, local contractors who may not have the capacity for these policies. It was also suggested that the PC should have a spec to describe exactly what it requires. As a compromise it was agreed that the policies would be applied wherever possible, taking into account the type of company being used.

Discussion was had about grant funding possibilities for upgrading the building to make it more environmentally compliant, including installing solar panels on the roof. It was also considered that a loan might be required to make the larger repairs to the roof and these two projects could be tied together.

A quote has been received for the office conversion and it was agreed that this be accepted.

The guttering needs to be cleaned urgently and it was agreed to approve this.

It was agreed to approve the lighting upgrade which will cost £532 and will make fittings LED compatible. Councillor Barrie Spencer voted against this on the grounds of the climate policy.

The WG had discussed the possibility of handing over the whole building to a facilities management company and it was recommended that the building first be brought up to standard otherwise the company would be spending too much time and money doing this.

7. To consider a proposal from Kier Living for street names in the development on land at Pinewood Drive, Woolwell. The proposal was considered and overall councillors agreed that they did not agree with the proposal from Kier. The existing road names in the specific area are all based around trees and they would like to see that theme continued in the new names eg Chestnut, Elm, Cherry, Oak. Whilst they sympathised with the reason why Kier would like to name a street after a colleague, they did not think it was appropriate, particularly as they were not aware that the person had any local connection.

8. To consider a request from SHDC to support their letter to Government lobbying for an extension to remote meetings legislation.

The request was considered and councillors resolved to support the letter from South Hams District Council. The Parish Council will therefore write its own letter to the Secretary of State for Housing, Communities and Local Government.

9. To receive an update from the Communications Working Group.

Councillor Haymes gave an update about the leaflets. She thanked Councillor Jackie Taylor for posting them to Bickeigh and Roborough villages. Councillors Tamsett-White and Blight will be covering Woolwell between them and Councillor Haymes will cover the outlying areas.

A leaflet drop was suggested in Roborough to consult on suggestions for replacing the Horse Chestnut on Tavistock Road, Roborough. Councillors agreed that this was a good idea and Councillor Haymes will draft something which the PC will print itself.

Councillor Haymes explained that, at the next meeting of the Communications WG, she would like to talk about upgrading the website, and getting better use out of social media, including Facebook and possibly Twitter.

10. Planning

- The following planning applications were considered:
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1462/21/HHO Householder application for two storey side extension
25 Skylark Rise, Woolwell, PL6 7SN

Councillors supported the application.

1437/21/FUL Application for provision of a new field access
Land at SX511626, Orchard Meadow, Bickleigh, PL6 7AG

Councillors supported the application subject to the dropped curb being installed.

1167/21/HHO Householder application for replacement balcony to rear (south) elevation
23 Warren Park, Woolwell, PL6 7QR

Councillors supported the application provided the balcony retains the existing footprint.

1606/21/HHO Householder application for single storey extension to rear elevation to form new dining area
6 Bowers Park Drive Woolwell PL6 7SH

Councillors Carole Spencer and Haymes declared a personal interest and did not vote.

Councillors supported the application.

- To note the following planning decisions: Rose Cottage, Bickleigh – siting of mobile home (Refusal)
This was noted.
- To note the SHDC Planning Enforcement Cases. (see confidential email attachment)
These were noted.
- Standing Item: Update about the Barwood planning applications 4185/19/OPA and 4181/19/OPA
There were no updates this time as the traffic assessment is not complete.
- Standing Item: Update on the Neighbourhood Plan.
There will be a meeting on Monday 14th June for all councillors to receive an update and discuss this.

An additional matter was raised about some work going on between the junction of Tavistock Rd in Roborough and the main A386. The wall has been dismantled in places and it looks like a building site is being created. Councillors want to look into this to make sure there is no planning breach.

11. Standing Item: To receive updates about any general Parish matters.

- The tree stump on the plot along Tavistock Rd in Roborough is due to be removed on 27th May.

The Assets Working Group had provided some recommendations from its meeting on 26th May:

- The insurance renewal is due on 6th June. Councillor Barrie Spencer had spoken to one of the providers because he had some questions about their offer. He will email all councillors once he has the information and a decision will be made on email.
- Litter bin provision: Councillors agreed to ask Councillor Hopwood if she would be prepared to pay for two new bins in Woolwell. The Parish Council will fund extra collections for both of these if she is able to negotiate this happening with SHDC.
- Councillors agreed to switch the email accounts to Office 365 for £3 user/month for 10 accounts and to use Cutec for all IT support needs. It was recommended that we get a full quote for moving the website and then make a decision.
- Councillors would like to set up a meeting with the grass cutting contractors. It is the mid-point in the 3-year contract and therefore they thought it would be useful to check progress and to ask questions about certain areas of the work where there have been problems.

- District Councillor Hopwood had approached councillors about the need for dealing with weeds in roadways. Councillors agreed to ask for more detailed information about this in order to establish exactly where the problems are in Woolwell and to what extent. They will then have a look at it and assess the situation.

12. To receive an update from the BPC representative for Roborough Recreation Hall.

Councillor Carole Spencer gave an update. The portacabin is due to be moved from the Woolwell Centre to Roborough Hall on Tuesday 1st June.

13. Finance

- To note that the notes from the Finance WG meeting on 4th May. These were noted.
- To consider the quotations for the insurance renewal and to select a provider. The quotations for the insurance renewal were discussed – see above.
- To consider a request for grant funding from Bickleigh Down School. The grant funding request was discussed and it was resolved to award £90 to Bickleigh Down School for the Year 6 end of term disco, as requested.
- The following payments were approved:

Date	Payee	Total	VAT	Net	Details
9/4/2021	Woolwell Centre	50.00			Removal of office furniture from portacabin
17/5/2021	Woolwell Centre	39.38			Meeting Room Hire
	Parish Clerk	4.68			Postage for accounts – internal auditor
		43.20			Zoom licence Dec – May
27/5/21	Woolwell Centre	100.00			Legionella Assessment
	TOTAL	£137.26			

14. The following correspondence was noted:

- The latest Devon Flood risk Strategy Newsletter is available to view on the [Devon County Council website](#).
- There will be a road closure on Station Road, Bickleigh from outside Rose Cottage to outside Station House from Monday 21st June – Friday 2nd July between the hours of 9am – 5pm. An alternative route will be signed.

15. To note the date of the next meeting on 24th June 2021 at 7.30pm in the Woolwell Centre.

This was noted and the meeting ended at 9.45pm.

Councillor Barrie Spencer
Chairman