

PETROCKSTOWE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in the Baxter Hall
on Tuesday 19th September 2023 at 7.30pm.

Present: I Fisher (Vice-Chair), J Brasier, A Hunkin, J Richards,

In attendance: Parish Clerk - F Lowe, DCllr C Cottle-Hunkin

Public Question Time Public Bodies (admissions to meetings) Act 1960 s1 extended by the LG Act 1972 s100. None

Report from Unitary Councillor/s

DCllr Cottle-Hunkin – Gave a report which is attached as an appendix.

Cllr Saywell – provided a report which was emailed to Councillors prior to the meeting, and is attached as an appendix.

25. Acceptance of apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted., Cllr Busby is unwell, Cllrs Thompson and Goaman are on holiday, Cllr Saywell is on holiday and DCllr Wheatley is at another PCM.

26. **Declarations of interest.** Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations). **None.**

27. **Approval of Minutes.** To receive and sign the minutes of the Parish Council Meeting of 13th July 2023. LGA 1972 Sch 12 para 41(1). **Resolved:** that they were a true record of the meetings decisions and signed as such.

28. **Adoption of Model Standing Orders.** The Clerk apologised that the wrong version was presented to Council at the last meeting. The latest version has been circulated and it was agreed to adopt the latest version.

29. Planning

Council is asked to discuss the below planning application/s and inform the Clerk of its comments to forward to Torridge District Council. Any planning applications received after the distribution of this agenda will also be considered.

a) **Application – for info only.** Consultation Request - GE/0594/2023 - National Grid Section 37 Application - Land At Grid Reference 251519 108921, Petrockstowe. *No objections received from Councillors.*

b) **Application – for info only.** Ref: 1/0429/2023/FUL Date: 2nd August 2023 Proposal: Construction of an agricultural workers dwelling (Amended Plans) Location: Land At Heanton Barton, Petrockstowe, Devon. *Comments sent to Planning: Petrockstowe Parish Council have no objections to this application.*

Initials of Chair

Continuation of minutes 19th September 2023

Council is asked to receive planning application decisions made by Torridge District Council. Council is asked to note the below decisions:

- a) **Decision** - Ref: 1/0376/2023/LBC Date: 20th July 2023 Proposal: Replacement of existing fence panels and gate Location: 3 The Square, Petrockstowe, Okehampton, Devon. **Decision: GRANTED**
- b) **Decision** - Ref: 1/0437/2023/FUL Date: 1st August 2023 Proposal: Erection of single storey extension to existing bungalow Location: Kilima, 1 Chapel Close, Petrockstowe, Okehampton. **Decision: GRANTED**
- c) **Decision** - Ref: 1/0254/2023/FUL Date: 14th August 2023 Proposal: Application for approval of technical details for a single dwelling and associated works following grant of permission in principle 1/0699/2020/PIP (Re-submission of 1/1276/2021/FUL) Location: Land South Of 1 North Town, Petrockstowe, Devon. **Decision: REFUSED**

30. **Correspondence.** Cllrs agreed that they had received the correspondence as listed in the agenda from 9th July to 13th September 2023 inclusive, and had no comments.

31. **Matters arising from previous minutes.**

- a. **Extension of 30mph speed limit** – Cllrs met with DC Saywell, the NHO and County Safety Officer. They viewed the road as it is, and walked down Brandize Hill to look at the junction at Hallwood Farm. It was decided that was too far, and cllrs conceded to the signs being positioned at the bank outside the Old Chapel. Currently funding is being sourced within DCC and no timescale is known.
- b. **Flagpole** – Cllr Richards has received very little response within the village and as the PC is unwilling to fund this project, has decided not to proceed further. Cllr Richards was thanked for the work done.
- c. **Civility & Respect Pledge** – The Clerk was able to advise that this is a pledge made by the PC for them to abide by, and should not include what behaviour is expected from outside. Cllr Fisher was able to advise that this is covered in the Standing Orders. It was agreed to accept and agree to the pledge without the suggested addition.
- d. **Internal Auditors** recommendations –
 - i) **Training Policy** – it was agreed to adopt following the word changed.
 - ii) **Statement of Control** - to be sourced and considered for adoption – the Clerk has been unable to source a suitable model - **c/f**

32. **Current Business.**

- a. **Website Hosting** – HugoFox are ceasing to provide this at no cost. The Clerk has looked at alternative suppliers and the cost starts at around £7.00 + VAT per month. The lowest rate with HF is £9.99 + VAT per month. However, all the documents etc are already on the HF site, and the Clerk is happy using it. It was agreed to pay the monthly fee of £9.99 per month.

33. **Clerk/Parish Councillors Reports.**

- a. Cllr Brasier gave a brief overview of the recent planning meeting. During the discussion, it was commented that the Planning Officer has not responded to questions asked about Syncocks, and the bungalows above Rectory Rise. The Clerk was instructed to chase up (with photos) about these.
- b. Cllr Richards advised that he has contacted the Footpaths officer stating that while the Patchill path has had a new stile, has been harvested and is now available to walk on, there are no directional signs and the nettles/brambles at the entrance need trimming.

2) **Finance**

- a) **Receipts: to note receipt of income**
None

Initials of chair

Receipts: £0.00

b) Expenditure: Previously approved expenditure

17/07/23 – BHIB Insurance - £767.84

26/07/23 – SWW (for RG) – £105.67

26/07/23 - RG – £212.72 (balance from closed PSSC account minus insurance contribution and SWW payment)

18/08/23 – ICO - £35.00

Payments approved: £1,121.23

Previous Account Balance: £10,806.72 (of which £8,250.00 is restricted)

Receipts: £0.00

Payments: £1,121.23

Account Balance: £9,685.49 (of which £8,250.00 is restricted) (agrees with bank statement on 11/09/23)

The Clerk advised that she believes there has been the purchase of equipment for the cutting of the RG grass, but has not received an invoice or request for payment.

It was suggested that an additional Cllr register on the bank account. The Clerk will check if a 4th person can apply, with a decision to be made in November.

Date of next meeting

The next PCM will be on Tuesday 21st November 2023 at 7.30pm in Baxter Hall. A Planning meeting will be held on Tuesday 17th October 2023 if required.

With no further business, the Chair thanked all for attending and declared the meeting closed at 8.47pm

Chairman Date

Initials of chair