

PETROCKSTOWE PARISH COUNCIL

Parish Clerk: 07989 638315 E-mail: clerk@petrockstowe-pc.gov.uk

Dear Councillors, you are duly summoned to attend the Petrockstowe Parish Council Meeting, to be held at 7.30pm on Tuesday 17th March 2026, in the Baxter Hall, Petrockstowe, to which Parishioners are invited and welcome to attend, to discuss the following business.

7.30pm Public Question Time

This section (at the Chairman's discretion may last up to 30 minutes) is not part of the formal meeting of the Council and minutes will not be produced. [Public Bodies \(admissions to meetings\) Act 1960 s 1 extended by the LG Act 1972 s 100.](#)

Questions to County/District Councillor/s if required/available

AGENDA

- 1) **Apologies of Absence** To receive apologies and approve reasons for absence
- 2) **Declarations of Interest** To declare any personal interests and any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant item).
- 3) **Minutes** To consider for approval the minutes of the Parish Council Meeting on 20th January 2026, the minutes having been previously circulated.
- 4) **Matters arising from previous minutes**
 - a) **Aish Hill drainage queries** – update – **Cllr Richards**
 - b) **America Lane** – to be discussed at PROW July meeting – c/f
 - c) **No 4 The Square** – update if available – **Cllr Busby**
 - d) **Annual Parish Meeting** – Richard Haste has confirmed that he is able to attend. Agenda to be included in April Petrockstowe News.
- 5) **Current Business**
 - a) **Election of new Vice-Chair** – Clerk
 - b) **Councillor to sit on the Play Park committee** – Clerk
 - c) **Councillor to be responsible for the defibrillator** - Clerk
 - d) **Banking** – to consider adding Cllrs Brasier and Goaman as authorisers, and to remove Cllr Fisher – Clerk
 - e) **Proposed H&S Policy** – forwarded to all – Clerk
 - f) **Proposed IT Policy** – forwarded to all - Clerk
 - g) **Assertion 10 compliance** – forwarded to all - Clerk
 - h) **Have your say on the future of council service** – for discussion and comment (emailed 9/02)– **Cllr Thompson**
- 6) **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: none**

Council is asked to receive planning application decisions made by Torridge District Council. Council is asked to note the below decisions:
 - a) **Application: none**

7) **Correspondence**

Please see below list of correspondence e-mailed to Councillors for consideration/information.

8) **Councillors Reports** for information if required and available.

9) **Finance**

a) **To confirm finance – Cllr Thompson**

b) **Reserve Account balance as at 09/03/2026 - £7,741.80**

c) **To note receipt of income since 14/01/2026 - £472.95**

06/03/26 – VAT reclaim - £472.95 (PC £74.63, RG £246.49, PP £151.83)

Previously approved expenditure since 14/01/26 - £47.96

28/01/26 – HugoFox – website - £11.99

10/02/26 - HugoFox - .gov - £11.99

27/02/26 – HugoFox – website - £11.99

09/03/26 – HugoFox - .gov - £11.99

d) **Payments to approve: £246.49**

Recreation Ground – reclaim of VAT – £246.49

Clerks expenses - November 2025 – March 2026 - £11.45

e) **Previously approved payments to be made**

27/03/26 – HugoFox – website costs - £11.99

08/04/26 – HugoFox - .gov - £11.99

27/04/26 – HugoFox – website costs - £11.99

08/05/26 – HugoFox - .gov - £11.99

Receipts between 14/01/26 and 09/03/26 – **£472.95**

Payments between 14/01/26 and 09/03/26 - **£47.96**

Current Account Balance as at 09/03/26 - £3,626.26

Within both the bank accounts, £2,428.51 is earmarked for the Rec Grd and £671.91 is earmarked for the Play Park

10) **Confirm date of next meeting**

The Annual Parish Meeting will be on Tuesday 21st April 2026 at 6.30pm (A Planning Meeting will be convened prior to this if required). The Annual Meeting of the Parish Council will be on Tuesday 19th May 2026 at 7.30pm in Baxter Hall.



Fiona Lowe, Parish Clerk

11/03/2026

Correspondence sent to Councillors from 14/01/2026 to 11/03/2026 inclusive

- 15/01/26 – CRMP - Devon and Somerset Fire and Rescue Service Community Risk Management Plan engagement survey
- 15/01/26 – TDC - North Devon Crematorium donates £10,000 to local bereavement charity
- 16/01/26 – TDC - Flourishing Culture Awards 2026: Make a Nomination!
- 19/01/26 – DCC - Exmouth evacuation, childcare places, rural post offices and adult skills
- 27/01/26 – DCC - Fairer funding for Devon's schools, tank shell found in recycling centre;
- 27/01/26 – DCC - What would you do in the event of a serious incident such as power cut or water outage?
- 27/01/26 – DCC - Storm Chandra Flooding 26th - 27th January
- 03/02/26 – TDC - Explore the Outdoors with the Northam Burrows Rangers - Free Guided Walks
- 03/02/26 – DCC - Devon weathers the storms; importance of planning ahead; and how the bloom of octopus is effecting our ecosystem
- 03/02/26 – TDC - Get Outdoors This Half-Term with Free Nature Activities at Northam Burrows
- 05/02/26 – Healthwatch - HWDPT E-bulletin 5 February 2026
- 05/02/26 – RDE - Latest news from the Royal Devon - February 2026
- 05/02/26 – TDC - 8-Year-Old George Hudson Sees Winning Design Showcased on New Refuse Vehicle
- 09/02/26 – TDC - Have your say on the future of council services in Devon
- 09/02/26 – DCC - Storm damage on A370, Torcross; the latest news on local government reorganisation; Children's Mental Health Week, and raising the profile of fostering
- 09/02/26 – TDC - Torridge District Council Supports National Apprenticeship Week 2026
- 11/02/26 – TDC - A major home improvement scheme has helped hundreds of Devon residents cut their energy bills and make their homes warmer, greener and more efficient
- 11/02/26 – TDC - Local Government Reorganisation in Devon
- 11/02/26 – TDC - Councillor Ken James, Leader of Torridge District Council urges people to make sure they have their say on the once in a lifetime local government organisation
- 11/02/26 – Office of Sir G Cox - Connectivity Forum Follow-up Information
- 18/02/26 – 18/02/26 - Torridge District Council Planning Officers Visit Seckington Dairies to Discuss Challenges Facing the Modern Dairy Sector
- 18/02/26 – TDC - Torridge District Council Officially Opens New Operational Services Centre
- 18/02/26 – TDC - Four play areas across Torridge to benefit from £210,000 worth of Refurbishment Works
- 18/02/26 – Keep Britain Tidy - Litter-pickers at the ready! Make your #GBSpringClean pledge today!
- 18/02/26 – TDC - Torridge District Council welcomes Police and Crime Commissioner Alison Hernandez to Bideford
- 18/02/26 – TDC - Join the Wilder Communities Drop-in Event at Northam Burrows on Tuesday 3rd March to learn about nature and how to nurture your own projects!
- 23/02/26 – DCC - Budget for roads, children, libraries and communities; free World Book Day costumes; inclusive activities; and Ilfracombe careers fair
- 25/02/26 – TDC - Free Devon Wildlife Trust Workshop for Town and Parish Councils at Northam Burrows Visitor Centre
- 26/02/26 – TDC - New Signs Installed at Northam Burrows to Remind Dog Walkers of the Risks of Sheep Worrying and Wildlife Disturbances
- 27/02/26 – TDC - Torridge Councillors agree £5.84/2.99% Council Tax rise for Average Band D Properties to offset inflationary cost rises and maintain essential services
- 27/02/26 – TDC - Torridge residents starting to feel the benefits of £1.5 million Westward Housing grant to improve energy efficiency
- 03/03/26 – DCC - New budget prioritises roads, children and SEND; Fourth anniversary for Ukraine; we're shortlisted for two national awards; and Stover Country Park's restoration programme is finished
- 05/03/26 – TDC - Free Start Up Webinars and Retail Workshops Launched to Support Local Entrepreneurs and High Street Retailers
- 05/03/26 – TDC - Discover Northam Burrows with a season ticket - available to buy online or by phone from Monday 9 March!
- 06/03/26 – TDC - Torridge District Council secures planning permission for alterations to the former Bideford Library to create a multifunctional sport and fitness facility
- 06/03/26 – TDC - Bring your pet along to Torridge District Council's Check a Chip events for a free microchip check!
- 09/03/26 – TDC - Bideford College Students Explore Career Pathways Through Work Experience at Torridge District Council
- 09/03/26 – DCC - Celebrations as Stover Country Park completes restoration; International Women's Day on Sunday; Changes to recycling from later this month; and the new Crisis and Resilience Fund
- 09/03/26 – TDC - Councillors and Officers gather at Riverbank House to raise the Commonwealth Flag
- 10/03/26 – CRMP - Devon and Somerset Fire and Rescue Service Community Risk Management Plan engagement survey
- 11/03/26 – TDC - Former Council Depots for Auction