

PETROCKSTOWE PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Baxter Hall
on Tuesday 19th March 2024 at 7.30pm.

Present: Cllrs M Busby (Chair), A Hunkin, J Richards, J Brasier, I Fisher (Vice-Chair, M Goaman

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

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

Report from County/District Councillors

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

Cllr Saywell – provided a written report in his absence which is attached as an appendix.

51. 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 Saywell and Cllr Thompson are on holiday. Apologies accepted

52. **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.**

53. **Approval of Minutes.** To receive and sign the minutes of the Parish Council Meeting of 16th January and the Planning Meeting of 20th February 2024. LGA 1972 Sch 12 para 41(1). **Resolved:** that they were a true record of the meetings decisions and signed as such.

54. 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) **None**

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

a) Ref: 1/0075/2024/FUL Date: 29th February 2024 Proposal: Construction of No.3 dwelling with local occupancy restriction Location: Land To The South Of Rectory Rise, Petrockstowe, Devon.

DECISION: Withdrawn

55. **Correspondence.** Cllrs agreed that they had received the correspondence as listed in the agenda from 11th January to 13th March 2024 inclusive, and had no comments.

56. Matters arising from previous minutes.

- a. **Planning – Syncocks/bungalow queries** - Clerk emailed 20/09, 25/10, 10/11 and 10/01 with no response yet. It was proposed that this item is removed from further discussions. Cllr Saywell forwarded a reply from Enforcement regarding the entrance on Rectory Rise which advised “that the team were going to work with them to get a licence in place for them to then do the works.” Item closed

Initials of Chair

- b. **Additional Signatory on Bank Account** – Cllr Richards and the Clerk have managed to get the card and card reader delivered to Cllr Richards – the PIN is awaited.
- c. **American Lane** – Cllr Saywell worked on the PCs behalf with the DCC legal Department and has forwarded their response *“The licence that DCC has granted is over DCC land. The purpose of the licence is for access between the licensee’s property and the Tarka trail. It doesn’t require the licensee’s property to be next to the access, so whether or not the licensee owns the directly adjoining land is not an issue. All DCC has done is grant rights of access over land it owns, which it is perfectly within its rights to do.”* Item closed
- d. **Free landmark Tree** – It has not been possible to find a suitable location within the village to plant a tree so the offer has been declined. Item closed.
- e. **Recreation Ground buildings** – A local tradesman has agreed to look at providing a plan to salvage part of the building over the next 2-3 years.

57. **Current Business.**

- a. **Play Park** – Cllr Fisher advised that the separate bank account was set up to enable grants to be sourced and received. It is probable that further grants will not be required for some time. There was a discussion about the signatories and agreed that Richard Lawson would be asked to remain a signatory once he hands over the responsibility of the Play Park to Kelly Mann. Kelly will be asked to become a signatory along with Fiona Lowe (Clerk) and Cllr Fisher. While only 2 signatories are required for authorisation, it is best practice to have more available. Julie Harris, while being a signatory, is not registered for online banking.
- b. **Annual Parish Meeting** – The date was decided as Tuesday 16th April at 6.30pm. The **Clerk was instructed** to put a notice in the newsletter inviting parishioners, and items for discussion will be an update on St Petroc’s (following the meeting on 23/03/24) and the future of the Recreation Ground.
- c. **Planning Discussion** – Cllr Busby has obtained some information on the number of buildings within Petrockstowe within the last 20 years. 34 houses have been built and there is an approved application for a further 16 dwellings. As Petrockstowe has around 200 houses, 50+ additional houses is a large percentage.
- d. **Part 2** – the meeting went into part 2 and Cllr Cottle-Hunkin left.

58. **Clerk/Parish Councillors Reports.**

- a. None

59. **Finance**

- a. **Current Account Receipts: to note receipt of income**
Receipts: none
- c. **Current Account Expenditure: Previously approved expenditure**
27/12/23 – HugoFox – website - £11.99
29/01/24 – HugoFox – website - £11.99
28/02/24 – HugoFox – website - £11.99
Payments made: £35.97
- d. **Previous Account Balance: £2,704.66 (of which £1,000 is restricted – RecGrd)**
Receipts: none
Payments: £35.97
Account Balance: £ 2,680.68 (of which £1,000 is restricted – RecGrd)(agrees with Bank account as at 09/03/24)
- e. **Payments to approve:**
Total payments to approve:
Baxter Hall hire (2023-2024) £105.00 plus March hire (£120.00) - **Approved**

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Date of next meeting

The Annual Parish Council Meeting will be on Tuesday 21st May 2024 at 7.30pm in Baxter Hall. A Planning meeting will be held on Tuesday 16th April 2024 prior to the Annual Parish Meeting if required.

With no further business, the Chair thanked all for attending and declared the meeting closed at 8.52pm

Chairman Date

Initials of chair