

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 20th January 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 18th November 2025, the minutes having been previously circulated.
- 4) **Matters arising from previous minutes**
 - a) **Aish Hill drainage queries** – update – Clerk/Cllr Richards
 - b) **America Lane** – has been c/f to be discussed at the PROW meeting March 2026 – c/f
 - c) **Parish Flag** – update – Cllr Busby
- 5) **Current Business**
 - a) **Annual Parish Meeting** – confirm date as 21st April, agree time and receive suggestions for content
 - b) **No 4 The Square** – Cllr Busby
- 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 Ref:** Our Ref : 1/0011/2026/FUL Date: 14th January 2026 Proposal: Conversion of existing barns into two dwellings (Variation of conditions 2 of planning approval 1/0856/2019/FUL) Location: Hallwood Farm, Petrockstowe, Okehampton, Devon
*Council is asked to receive planning application decisions made by Torridge District Council.
Council is asked to note the below decisions:*
 - a) **Application Ref: 1/0730/2025/FUL** Date: 7th October 2025 Proposal: Part retrospective application for the retention of agricultural storage building with office and proposed erection of deer larder Location: Building At Grid Reference 252063 110639, Petrockstowe, Devon.
Decision: GRANTED
- 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 consider precept amount for 2026-2027** – amended proposal provided
- b) **To confirm finance - in Cllr Thompsons absence, email dated 20/11/25** I have gone through the bank statements you provided me with covering the period from 6th June to 5th November and checked them through to the finance spreadsheet and the figures you showed us in the budget workings spreadsheet. I can confirm that you have correctly accounted for all of the entries in the bank statements and that the finance spreadsheet as presented accurately represents the current state of the PPC finances.
- c) **Reserve Account balance as at 14/01/26 – £7,730.12**
- d) **To note receipt of income since 10/11/25 - £0.00**
Previously approved expenditure since 10/11/25 - £115.96
 - 19/11/25 – Fiona Lowe – expenses - £48.00
 - 20/11/25 – RBL – wreath - £20.00
 - 27/11/25 – HugoFox – website - £11.99
 - 08/12/25 - HugoFox - .gov - £11.99
 - 29/12/25 – HugoFox – website - £11.99
 - 08/01/26 – HugoFox - .gov - £11.99
- e) **Payments to approve: £0.00**
None
- f) **Previously approved payments to be made**
 - 27/01/26 – HugoFox – website costs - £11.99
 - 08/02/26 – HugoFox - .gov - £11.99
 - 27/02/26 – HugoFox – website costs - £11.99
 - 08/03/26 – HugoFox - .gov - £11.99

Receipts between 12/11/25 and 14/01/26 – **£0.00**

Payments between 12/11/25 and 14/01/26 - **£115.96**

Current Account Balance as at 14/01/26 - £3,201.07

Within both the bank accounts, £2,182.02 is earmarked for the Rec Grd and £1,176.26 is earmarked for the Play Park

10) **Confirm date of next meeting**

The next Parish Council Meeting will be on Tuesday 17th March 2026 at 7.30pm in Baxter Hall.
A Planning meeting will be held on Tuesday 17th February 2026 if required.



Fiona Lowe, Parish Clerk
15/01/2026

Correspondence sent to Councillors from 13/11/2025 to 14/01/2026 inclusive

14/11/25 – TDC - Help us map the future of northern Devon
14/11/25 – TDC - Help Protect Winter Birds at Northam Burrows This Winter
17/11/25 - DCC - All the latest news from Devon County Council
18/11/25 – TDC - Councils to consider final proposals for the future of local services in Devon
18/11/25 – TDC - Town and Parish Settlement Survey
19/11/25 – TDC - Supporting Small Business Saturday and Free Parking Days in Torridge this December
26/11/25 – TDC - Members' Bulletin - Rural Services Network Survey
26/11/25 – DCC - All the latest news from Devon County Council
27/11/25 - Devon Fire Service - Reminder: Devon and Somerset Fire and Rescue Service Precept Survey
26/11/25 – Royal Devon - Latest news from the Royal Devon - November 2025
27/11/25 - TDC - Colleagues from Torridge District Council s Environmental Protection team spend volunteering day assisting The Torrington Commons Conservators
01/12/25 – TDC - Torridge District Council Encourages Residents to “Think Before You Buy” for a Greener Christmas
01/12/25 – TDC - District councils submit proposal for reimagined local government in Devon
01/12/25 – TDC - Torridge District Council advises residents to make sure they use licensed taxis when getting home this Christmas
01/12/25 – TDC - Torridge District Council reminds pet owners to “check the chip” after spate of stray dogs without microchips and tags
01/12/25 – DCC - Cabinet Member warns Government is kicking SEND reform down the road; Exeter shop shut down after repeated attempts to flee with illegal tobacco; and Devon’s carbon emissions continue to fall
03/12/25 – TDC - Christmas Collections in Torridge
03/12/25 – SLCC - SAPPP and CIPFA launch consultation on proper practices for smaller authorities
05/12/25 – TDC - Works underway to bring Bideford water fountain back to life
05/12/25 – Keep Britain Tidy - Could You Buy Nothing New for Just One Month?
05/12/25 – TDC - Energy efficiency upgrades installed at North Devon Crematorium
05/12/25 – DCC - Ofsted praises Children's Services; Library consultation launched; Shoppers warning and commitment to our Armed Forces
10/12/25 – TDC - Torridge District Councillors agree to move forward with project to develop Holsworthy Agri-Business Park
12/12/25 – TDC - Torridge Councillors Celebrate Creativity in 2025 Christmas Card Competitions
12/12/25 – DCC - Stay well this winter
12/12/25 – DCC - New £140 million plan to support homeless young people and care leavers; Tarka Trail's missing link to be completed; and council backs housing plan
17/12/25 – Royal Devon - Latest news from the Royal Devon - December 2025
06/01/26 – DCC - Commissioner praises Devon's Children's Services; Postponing elections is 'incredibly dangerous'; Season's greetings, and keep healthy this winter
06/01/26 – Keep Britain Tidy - Every item we buy has an environmental price tag 🌍
06/01/26 – Keep Britain Tidy - Join us as we get prepped for success!
08/01/26 – Royal Devon - Latest news from the Royal Devon - January 2026
08/01/26 – TDC - Volunteer with the Northam Burrows Rangers this Winter!
12/01/26 – DCC - New night bus launched; Preparing for icy conditions; and should I send my child to school if unwell?