

PETROCKSTOWE PARISH COUNCIL

Minutes of the Petrockstowe Parish Council meeting held in the Baxter Hall
on Tuesday 15th September 2026 at 7.30pm.

Present: Cllrs M Busby (Chair), A Hunkin, J Richards, J Brasier, B Purdie, M Thompson

In attendance: Parish Clerk - F Lowe, DCllr C Wheatley, 3 members of the public

Public Question Time [Public Bodies \(admissions to meetings\) Act 1960 s1 extended by the LG Act 1972 s100.](#)

Report from DCllr Wheatley – thanked for his updates and received questions on his previously circulated report. Item 5 a) was discussed, and is minuted below.

1. **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 M Goaman is on holiday – sanctioned. CCllr Cottle-Hunkin did not attend.
2. **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 further to those already declared.
3. **Approval of Minutes.** To receive and sign the minutes of the Parish Council meetings of 21st July and 28th July 2026. [LGA 1972 Sch 12 para 41\(1\)](#). **Resolved:** that they were a true record of the meetings decisions and signed as such.
4. **Matters arising from previous minutes**
 - a. **America Lane** – While this has been decided, there is a period of time to allow for appeals. It is expected to receive notices and updated maps following this period. **Item Closed**
5. **Current Business**
 - a. **Local Government Reorganisation** – The DC advised that the TDC Councillors are unhappy that the decision has been to pause the LGR. Many within Devon are opposed to the plan as it stood. Q. What was the cost to DCC? A. Unknown but in the millions. A. Is this the ideal opportunity to go back to the government and refuse to complete LGR as other County Councils have done? A. Possibly, that would be a DCC decision but at the moment the only decision made is to hold elections in 2027.
 - b. **Postal service within the village** – following a discussion, it was resolved to write to the Post Master at Okehampton Sorting Office to advise of the dissatisfaction at the current service. **CLERK**
 - c. **Consider putting the minutes, or a summary, of PCM in the Petrockstowe News** – It was resolved that this should be completed with immediate effect. **CLERK**
 - d. **Consider Road Warden scheme volunteer request in Petrockstowe News** – 2 parishioners have already volunteered and it was resolved to put in a request - **Cllr Richards**
 - e. **Approval for Clerks expenses to attend essential Digital AGAR training** – **Approved**
 - f. **Approval of agreement for Road Warden scheme** – It was noted that the PC would need to provide Insurance in part. **Clerk to investigate further.** **Cllr Busby** will also raise the matter with CCllr Cottle-Hunkin

Initials of Chair

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:** 1/0523/2026/FUL Date: 30th July 2026 Proposal: Replacement rear and side extensions
Location: 2 North Town, Petrockstowe, Okehampton, Devon. *Comments sent to TDC Planning Department : Petrockstowe Parish Council have no objections to this application*

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

None

7. **Correspondence.** Cllrs agreed that they had received the correspondence as listed in the agenda from 15th July to 9th September 2026 inclusive, and had no comments

8. **Re-adoption of Council documents**

- a. Scheme of Delegation - no changes – it was **resolved to re-adopt**

9. **Clerk/Parish Councillors Reports**

Cllr Purdie – several parishioners have requested looking at ways to reduce speeding within the village. It is not necessarily about changing the speed limit, but ensuring that it is adhered to. She has completed initial research on speed indicator signs and it was agreed that further research into costs etc is required. Also, the bench outside Oaklands has collapsed. The **Clerk** was instructed to look at costs for replacing this.

Cllr Busy – Cllr Richards has agreed to stand as Vice-Chair at the next meeting should he have the support of the PC.

Clerk – ODCTG and NDRO have expressed their thanks at the recent grant/donations made to them.

10. **Finance**

- a. **To consider and approve Parish Council grants, donations and rents: c/f from July. It was resolved to grant the following:**

Petrockstowe Community Church – £500.00

Baxter Hall – £500.00

Citizens Advice – £50.00

- b. **To note receipt of income since 14/07/26 - £90.00**

15/07/26 – Cllr Busby – from sale of flag merchandise - £90.00

Previously approved expenditure since 14/07/26 - £352.96

27/07/26 – HugoFox – website - £11.99

28/07/26 – ODCTG - £50.00

28/07/26 – J Burnett – RG rent - £1.00

28/07/26 – Baxter Hall – PP rent - £1.00

28/07/26 – Ply Inspection Co – PP Inspection - £156.00

28/07/26 – NDRO – donation - £50.00

10/08/26 - HugoFox - .gov - £11.99

18/08/26 – ICO - £47.00

27/08/26 – HugoFox – website costs - £11.99

08/09/26 – HugoFox - .gov - £11.99

- c. **Payments approved: £33.20**

Clerks Expenses - £33.20

- d. **Previously approved payments to be made**

27/09/26 – HugoFox – website costs - £11.99

Initials of chair

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08/10/26 – HugoFox - .gov - £11.99
27/10/26 – HugoFox – website costs - £11.99
08/11/26 – HugoFox - .gov - £11.99

Receipts between 13/07/26 and 09/09/26 – **£90.00**
Payments between 13/07/26 and 09/09/26 - **£352.96**

Reserve Account balance as at 09/09/26 - £7,774.89
Current Account Balance as at 09/09/26 - £4,514.35
Within both the bank accounts, £1,893.51 is earmarked for the Rec Grd and £1,172.09 is earmarked for the Play Park

Date of next meeting

The next Parish Council Meeting will be on Tuesday 17th November 2026 at 7.30pm. A Planning Meeting will be convened on Tuesday 20th October 2026 if required.

With no further business, the Chairman thanked all for attending and closed the meeting at 8.29pm

Chairman Date

Initials of chair