

# PETROCKSTOWE PARISH COUNCIL

Parish Clerk: 07989 638315 E-mail: [clerk@petrockstowe-pc.gov.uk](mailto: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 18<sup>th</sup> November 2025, 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 16<sup>th</sup> September 2025, the minutes having been previously circulated.
- 4) **Matters arising from previous minutes**
  - a) **Play Park maintenance** – this has been completed – **item closed**
  - b) **Sycamore Rise** – update – **Cllr Richards**
  - c) **Aish Hill drainage queries** – update – **Cllr Richards**
  - d) **America Lane** – To be discussed at the PROW meeting on 18/11/25 – **update if available**
- 5) **Current Business**
  - a) **none**
- 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: 1/0730/2025/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. Having received no request for a discussion on this application, the Clerk has responded to Planning with the comments: *Petrockstowe Parish Council has 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:*
- 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** – proposal provided
- b) **Reserve Account balance as at 12/11/25 – £7,717.87**
- c) **To note receipt of income since 08/09/25: £3,202.18**
  - 22/09/25 – Gardening Club donation (for RG) - £202.18
  - 29/09/25 – TDC – Precept - £3,000.00
- d) **Previously approved expenditure since 08/09/25: £2,684.70**
  - 29/09/25 – HugoFox – website - £11.99
  - 31/09/25 – Churchyard – grant - £500.00
  - 06/10/25 – TDC – Salary recharge - £1,404.74
  - 06/10/25 – TK Play – maintenance (from PP a/c) - £732.00
  - 08/10/25 - HugoFox - .gov - £11.99
  - 22/10/25 – HugoFox – website - £11.99
  - 05/11/25 – HugoFox - .gov - £11.99
- e) **Payments to approve: £0.00**
  - Clerks expenses - £48.00 - provided
- f) **Previously approved payments to be made**
  - 27/11/25 – HugoFox – website costs - £11.99
  - 08/12/25 – HugoFox - .gov - £11.99
  - 27/12/25 – HugoFox – website costs - £11.99
  - 08/01/26 – HugoFox - .gov - £11.99

Receipts between 08/09/25 and 12/11/25 – **£3,202.18**

Payments between 08/09/25 and 12/11/25 - **£2,684.70**

**Current Account Balance as at 12/11/2025 - £3,317.23**

**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 20<sup>th</sup> January 2026 at 7.30pm in Baxter Hall.  
A Planning meeting will be held on Tuesday 16<sup>th</sup> December 2025 if required.



Fiona Lowe, Parish Clerk  
12/11/2025

## **Correspondence sent to Councillors from 10/09/2025 to 12/11/2025 inclusive**

10/09/25 – Royal Devon - Latest news from the Royal Devon: August 2025  
10/09/25 – TDC - Torridge District Council awards Pollyfield Community Centre £40,000 for play space improvements  
10/09/25 – TDC - Torridge District Council allocates the Winsford development sports pitches to Bideford AFC Youth  
16/09/25 – TDC - Active Torridge brings Know Your Numbers! Week to Torridge District Council  
16/09/25 – DCC - All the latest news from Devon County Council  
16/09/25 – OPCC - OPCC's CCTV funding scheme 2025  
16/09/25 – TDC - Torridge Resident Climate & Nature Survey! We want to hear from you!  
16/09/25 – Devon Heritage Centre - Funding Support for North Devon Record Office  
22/09/25 – TDC - Join the Northam Burrows Rangers for Free Autumn Guided Walks  
22/09/25 – TDC - Parish Councils - Health and Economic Land Availability Assessment Publication and Call for Sites  
22/09/25 – TDC - Councils invite communities to identify land for potential development in new local plan  
22/09/25 – DCC - All the latest news from Devon County Council  
22/09/25 – TDC - Torridge District Council votes to reallocate funding to the delivery of a further phase of the Hatchmoor Industrial Estate Project  
26/09/25 – TDC - Torridge District Council issues first Penalty Notice to unlicensed dog breeder  
26/09/25 – Ron Bailey - FW: Webinar and grant scheme  
26/09/25 – DCC - All the latest news from Devon County Council  
30/09/25 – DCC - Let's quit smoking together! We start tomorrow!  
03/10/25 – TDC - Torridge Resident Climate & Nature Survey! We want to hear from you!  
06/10/25 – TDC - Have your say on public art proposals for Westward Ho!  
06/10/25 – TDC - The Northern Devon Flourishing Culture Awards are back  
06/10/25 – DCC - All the latest news from Devon County Council  
10/10/25 – Ron Bailey - FW: Webinar with the Minister  
10/10/25 – TDC - Torridge District Council invites businesses and residents to view plans for a new business park at Hatchmoor, Great Torrington  
10/10/25 – DCC - All the latest news from Devon County Council  
14/10/25 – TDC - Pupils from East-the-Water Primary School share ideas with Councillors from Torridge District Council on Bideford Town Centre  
15/10/25 – TDC - Free half-term events at Northam Burrows this October!  
17/10/25 – TDC - Devon councils announce proposal for new local government structure for the county  
17/10/25 – TDC - Torridge District Council votes to overturn cycle ban in Bideford Park  
17/10/25 – TDC - All the latest news from Devon County Council  
21/10/25 – Devon Countryside Access Forum - Devon Countryside Access Forum - applications invited  
21/10/25 – Royal Devon - Latest news from the Royal Devon - October 2025  
22/10/25 – TDC - Torridge District Council Encourages Residents to Have a Green Halloween  
24/10/25 – TDC - Local Government Reorganisation Engagement Event - Town & Parish Council  
24/10/25 – TDC - Farmers urged to unlock free business support with North Devon Plus  
24/10/25 – DCC - Our leading option for a simpler, stronger and more resilient Devon  
24/10/25 – Libraries Unlimited - Annual Report 2024/25  
29/10/25 – DCC - All the latest news from Devon County Council  
29/10/25 – TDC - Torridge District Council Reminds Residents to Present Waste and Recycling by 6am  
03/11/25 – Healthwatch Devon - HWDPT E-bulletin 29 October 2025  
03/11/25 – TDC - Business event will shine a spotlight on defence opportunities  
03/11/25 – TDC - New Water Bottle Refill Station installed at Northam Burrows Visitor Centre  
03/11/25 – TDC - Five Year Housing Land Supply  
03/11/25 – DCC - All the latest news from Devon County Council  
06/11/25 – TDC - Calling all 16 - 22 year olds Get involved in shaping public art in Bideford  
10/11/25 – DCC - All the latest news from Devon County Council  
11/11/25 – TDC - Torridge Remembers - Armistice Day 2025  
12/11/25 – TDC - Progress update on the new North Devon and Torridge Local Plan