

# PETROCKSTOWE PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Baxter Hall  
on Tuesday 21<sup>st</sup> January 2025 at 7.30pm.

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

**In attendance:** Parish Clerk - F Lowe, Cllr A Saywell, DCllr C 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

**Cllr Saywell** – gave a summary of his written report, which is attached as an appendix.

**DCllr Cottle-Hunkin** - gave a summary of her written report, which is attached as an appendix.

41. **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 Thompson. Apologies accepted

42. **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.**

43. **Approval of Minutes.** To receive and sign the minutes and Part 2 minutes of the Meeting of the Parish Council of 19<sup>th</sup> November 2024. LGA 1972 Sch 12 para 41(1). **Resolved:** that they were a true record of the meetings decisions and signed as such.

## 44. **Matters arising from previous minutes.**

- a. **Recreation Ground Signs** – these will be erected in the near future.
- b. **Gov.uk email** – These have been requested and approval is expected soon.
- c. **Outstanding planning/enforcement issues within the village. Meeting with Planning/CEO** – A report has been received from the Highways Officer which states that the road markings at Sycamore Rise are not as detailed in the planning approval. Cllr Saywell agreed to chase this up.
- d. **Rec Grd** – The changing rooms, toilets and kitchen will be closed in the near future as they are becoming unsafe. There are some fundraising events including a Chinese meal evening at Baxter Hall and there will be a Fair in conjunction with Meeth on 20th June. There was a lengthy discussion on the hiring of a bouncy castle as the responsibility would lie with the PC in the case of an incident. The Rec Grd will be asked to provide more information relating to the provider and their documentation, before granting permission.

## 45. **Current Business**

- a. **20mph signs** – It has been requested again that the PC requested 20mph sign within the village. Following a discussion, it was agreed to relook at this when DCC reopen applications.
- b. **English Devolution** – this was discussed under Cllr Saywell's report.

Initials of Chair .....

46. **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:** 1/1075/2024/REM Date: 18th December 2024 Proposal: Reserved matters application for appearance, landscaping, layout & scale pursuant to outline planning permission 1/0946/2020/OUT - erection of 1 no. dwelling (Variation of condition 1 of planning approval 1/1161/2022/REM) Location: Upton, Petrockstowe, Okehampton, Devon. Comments are included as an appendix

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

- a. **Application ref:** 1/0278/2023/LBC Date: 21st November 2024 Proposal: Single storey rear extension, extension of raised garden area & replacement of all existing window & door frames Location: Butstone Cottage, Petrockstowe, Okehampton, Devon. **Decision: REFUSED**
- b. **Application ref:** 1/0590/2024/FUL Date: 6th December 2024 Proposal: Conversion of 2no. barns to 2no. dwellings. Aish Barton Location: Barns At Grid Reference 251845 108236, Petrockstowe, Devon. **Decision: GRANTED**
- c. **Application ref:** 1/0964/2024/LBC Date: 23rd December 2024 Proposal: Conversion of 2no. barns to 2no. dwellings Location: Barns At Grid Reference 251845 108236, Petrockstowe, Devon. **Decision: GRANTED**

- 47. **Correspondence.** Cllrs agreed that they had received the correspondence as listed in the agenda from 14<sup>th</sup> November 2024 to 15<sup>th</sup> January 2025 inclusive, and had no comments.

48. **Clerk/Parish Councillors Reports.**

- a. **Footpaths Report** – Cllr Richards has cleared several drains and reported those that are severely blocked to DCC.

49. **Finance**

- a. **To consider the precept for 2025-2026 – budget proposal provided** – Following a discussion, this was approved
- b. **Confirmation of Councillor scrutiny of accounts** – January 2025 – Cllr Thompson (via email) agreed that he had seen and approved the finances
- c. **Reserve Account balance as at 15/01/25 - £7,644.79 (£2,000 for PlayPark)**
- d. **To note receipt of income since 13/11/24: £0.00**
  - None
  - Previously approved expenditure made since 13/11/24: £117.22**
  - 19/11/24 – RBL - wreath - £22.50
  - 25/11/24 – Defibshop – Electrode pads – £70.74
  - 27/11/24 – HugoFox – website - £11.99
  - 29/12/24 – HugoFox – website - £11.99
  - Previous Current Account Balance: £3,293.55 (of which £600 is restricted – RecGrd and £198.50 belongs to PlayPark)**
  - Receipts between 14/11/24 and 15/01/25: £0.00
  - Payments between 14/11/24 and 15/01/25: £117.22
  - Account Balance: £3,176.33 (of which £600 is restricted – RecGrd and £198.50 belongs to PlayPark) (agrees with Bank statement as at 15/01/25)**
- e. **Previously approved payments to be made: £23.98**

Initials of chair .....

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29/01/25 – HugoFox website - £11.99

27/02/25 – HugoFox website - £11.99

**Payments approved: £17.05**

21/01/25 – Clerks Expenses - £17.05

The Chair advised that he will use part of the Chairman’s allowance to buy flowers/make a donation to charity at the funeral of Mrs Heather Harris, previous Clerk to Pertrockstowe Parish Council

**Date of next meeting**

The next Parish Council Meeting will be on Tuesday 18<sup>th</sup> March 2025 at 7.30pm in Baxter Hall. A Planning meeting will be held on Tuesday 18<sup>th</sup> February 2025 if required.

With no further business, the Chairman thanked all for attending and closed the meeting at 8.57pm

Chairman ..... Date .....

Initials of chair .....