

PETROCKSTOWE PARISH COUNCIL

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

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

In attendance: Parish Clerk - F Lowe, Cllr A Saywell, DClr C Wheatley

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.

DClr Wheatley - gave a report and provided a written report, which is attached as an appendix.

32. **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. DClr C Cottle-Hunkin and PCSO Baker. Apologies accepted

33. **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.**

34. **Approval of Minutes.** To receive and sign the minutes of the Meeting of the Parish Council of 17th September 2024. LGA 1972 Sch 12 para 41(1). **Resolved:** that they were a true record of the meetings decisions and signed as such.

35. **Matters arising from previous minutes.**

- a. **Recreation Ground Signs** – this have been received and will be erected in the near future.
- b. **Play Park Financial arrangements** – The Clerk confirmed that the PP account has been closed and all funds are now held within the PC accounts
- c. **Gov.uk email** – Costs and details from HugoFox were shared with Council, who was happy for the Clerk to start the process with a .gov.uk website and 5 email addresses. These will be used for Clerk@, Chair@ and ViceChair@.
- d. **Outstanding planning/enforcement issues within the village. Meeting with Planning/CEO** – Cllrs Busby and Fisher, along with Cllrs Wheatley and Cottle-Hunkin, met with the CEO and the Head of Planning of TDC. They discussed all the outstanding issues within the village. The Clerk was instructed to respond to the Laurels appeal against enforcement which is attached as an appendix. The Sycamore Rise junction has been completed but extends a long way into Rectory Rise. Cllr Brasier to write a report for the Clerk to forward to Planning.

36. **Current Business**

- a. **Act of Remembrance Service** – Cllr Thompson attended this and was surprised that it was a service of remembrance, and not the usual Act of Remembrance. The Royal British Legion states “The Act of Remembrance is brief and non-religious, making it exceptionally well-suited to personalised commemorations.” Cllr Busby agreed to speak to the Rev Martin Warren regarding this.

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- b. **Internal Auditor** – Following a discussion, it was agreed that Judith Lawson would be appointed as the IA for year end 2024-25.
- c. **Recreation Ground** – Cllr Busby advised that the cost of running the Rec Grd – utilities, hedge trimming and grass cutting is not being met by the current fundraising events and proposed that the PC take on the cost of Insurance and utilities moving forward, leaving the Rec Grd to fund the grass cutting and hedge trimming. It was agreed to c/f the decision until the next meeting.

37. 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:** 1/0964/2024/LBC Date: 12th November 2024 Proposal: Conversion of 2no. barns to 2no. dwellings Location: Barns At Grid Reference 251845 108236, Petrockstowe, Devon. The Clerk was instructed to respond with the comments – “Petrockstowe PC has no objections to this application. It will be good to have the buildings back in use and looking good”

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

- a. **None**

38. Correspondence. Cllrs agreed that they had received the correspondence as listed in the agenda from 12th September to 13th November 2024 inclusive, and had no comments.

39. Clerk/Parish Councillors Reports.

- a. **Police Report October** - Crimes – 0 / Logs – 0

40. Finance

- a. **To consider the precept for 2025-2026 – budget proposal provided** – The Clerk had provided the 2023-24 proposal in error – c/f
- b. **Confirmation of Councillor scrutiny of accounts** – October 2024 – Cllr Thompson agreed that he had seen and approved the finances
- c. **Finances to approve and for information - financial report provided**
 - Reserve Account balance as at 11/11/2024 - £7,627.57 (£2,000 for PlayPark)**
 - To note receipt of income since 17/09/24: £2,753.48**
 - 27/09/24 – TDC Precept - £2,750.00
 - 11/10/24 – Wayleaves National Grid - £3.48
 - Previously approved expenditure made since 17/09/24: £1,791.34**
 - 27/09/24 – HugoFox – website - £11.99
 - 04/10/24 – TDC Salary Recharge - £1,335.36
 - 22/10/24 – Devon Signs – RG - £432.00
 - 29/10/24 – HugoFox – website - £11.99
 - Previously approved payments to be made: £23.98**
 - 29/11/24 – HugoFox website - £11.99
 - 29/12/24 – HugoFox website - £11.99
 - 25/11/24 – DefibShop - £70.74
 - Payments to approve: £22.50**
 - Wreath – Chairman’s Allowance - £22.50 – Cheque 398 signed by Cllrs Busby & Hunkin
 - Previous Current Account Balance: £2,181.91 (of which £600 is restricted – RecGrd and £198.50 belongs to PlayPark)**
 - Receipts between 17/09/24 and 13/11/24: £2,753.48
 - Payments between 17/09/24 and 13/11/24: £1,791.34

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Account Balance: £3.293.55 (of which £600 is restricted – RecGrd and £198.50 belongs to PlayPark) (agrees with Bank statement as at 11/11/24)

- d. **Clerks salary** – as the pay increase has now been agreed, the Chair has confirmed with TDC that the increase is due.

Date of next meeting

The next Parish Council Meeting will be on Tuesday 21st January 2025 at 7.30pm in Baxter Hall. A Planning meeting will be held on Tuesday 17th December 2024 if required.

With no further Part 1 business, the Chairman thanked all for attending and closed the meeting at 9.07pm

Chairman Date

Initials of chair