

# PETROCKSTOWE PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Baxter Hall  
on Tuesday 16<sup>th</sup> January 2024 at 7.30pm.

**Present:** Cllrs M Busby (Chair), A Hunkin, J Richards, J Brasier

**In attendance:** Parish Clerk - F Lowe, CCllr A Saywell (left early), DCllr Cottle-Hunkin (left early),  
7 members of the public

**Public Question Time** Public Bodies (admissions to meetings) Act 1960 s1 extended by the LG Act 1972 s100. The Chair suspended the Standing Orders to discuss item 48g. Members of the Public and Cllrs discussed the situation and although this is not a PC matter, the Clerk was instructed to contact the Legal Dept at DCC. There was also a discussion regarding the properties on the corner of North Town Cross. Since their building, some work has been completed which goes against conditions on the planning application and consent. The Clerk was instructed to contact Planning/Enforcement and advise them.

## Report from Unitary Councillor/s

**DCllr Cottle-Hunkin** – Gave a verbal report which is also attached as an appendix.

**CCllr Saywell** – gave a verbal report to Councillors. Cllr Hunkin advised that there is a very overgrown hedge and was advised to report it on-line. Cllr Richards commented that he ends up clearing drains as they are not being cleared by Highways. He asked if it was possible to reinstate Parish Lengthsmen to complete these tasks and was advised that it is not possible. Cllr Saywell will send details of a self-help scheme and asked Cllr Richards to keep the reference numbers when requesting drain clearance and to pass them on if the problem persists.

CCllr Saywell gave his apologies and left to attend another meeting. CCllr Cottle-Hunkin gave her apologies and left. All Members of the Public left.

## 43. 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. Cllrs Goaman, Thompson and Fisher are on holiday and PCSO Baker is not working.

44. 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.**

45. Approval of Minutes. To receive and sign the minutes of the Parish Council Meeting of 21<sup>st</sup> November 2023. LGA 1972 Sch 12 para 41(1). **Resolved:** that they were a true record of the meetings decisions and signed as such.

## 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) **None**

Initials of Chair .....

Continuation of minutes 16<sup>th</sup> January 2024

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

a) Ref: 1/0997/2023/FUL Date: 6th December 2023 Proposal: Construction of 1no. local occupancy dwelling with associated works Location: Land South Of 1 North Town, Petrockstowe, Devon.

**DECISION: Refused**

b) Ref: 1/1015/2023/LBC Date: 15th December 2023 Proposal: Conversion of an existing building into 1 dwelling with associated access and parking including part demolition of adjoining building (Building 4), Location: Barn At Berry Farm, Petrockstowe, Devon. **DECISION: Granted**

c) Ref: 1/1012/2023/LBC Date: 15th December 2023 Proposal: Conversion of the Old Stables into no.1 dwelling (Building 3) Location: Stables At Berry Farm, Petrockstowe, Devon. **DECISION: Granted**

47. **Correspondence.** Cllrs agreed that they had received the correspondence as listed in the agenda from 16<sup>th</sup> November 2023 to 10<sup>th</sup> January 2024 inclusive, and had no comments.

48. **Matters arising from previous minutes.**

a. **Internal Auditors** recommendations –

i) **Statement of Control** – this was adopted by the Council

b. **Planning – Syncocks/bungalow queries** - Clerk emailed 20/09, 25/10, 10/11 and 10/01 with no response yet. **Clerk to email again**

c. **New residents pack** – Reviews received and forwarded to Dee French – item closed

d. **Petition re Road Network in Torridge** – Cllr Busby will forward the petition to Sir Geoffrey Cox MP.

e. **Additional Signatory on Bank Account** – Cllr Richards had mistakenly thought the emails from NatWest related to a scam so had not responded. He responded today at the request of the Clerk.

f. **Play Park** – Kelly Mann has agreed to take this over from Richard Lowson from May 2024

g. **American Lane and New Road** – American Lane rights of way was discussed during the Public Session.

49. **Current Business.**

a. **Free Landmark Tree** – Following a brief discussion it was suggested that a Cherry tree be requested and planted in the Community Church grounds. Cllr Busby will seek permission to plan it.

b. **Grit Bins** – Cllr Richards advised that 3419 needs topping up, and 3973 is full of water.

c. **Rec Grd Buildings** – Cllr Busby reported that the kitchen, toilets and changing rooms at the rec grd are now in a bad state of repair and will need replacing. It has been suggested that they are now beyond “patching up”. A local tradesman has been asked to advise if they are salvageable.

50. **Clerk/Parish Councillors Reports.**

a. A Play Park report was provided for information.

b. A Police Report was provided in PCSO Baker’s absence. Crimes and Logs for November and December: Crimes – 2 criminal damage, 1 violence, Logs – 1 violence, 1 suspicious incident (door to door callers), 1 violence, 1 public safety, 1 missing person

### **Finance**

a. **Budget Proposal for 2024-25** – This was reviewed by Cllrs present and agreed.

b. **Precept for 2024-2025** – Following a brief discussion, and taking into account the situation at the Rec Grd, Cllr Busby proposed that this was increased to £5,500 and Cllrs Brasier seconded the motion with all in agreement.

Initials of chair .....

Continuation of minutes 16<sup>th</sup> January 2024

**c. Current Account Receipts: to note receipt of income**

**Receipts:** none

**d. Current Account Expenditure: Previously approved expenditure**

27/11/23 – HugoFox – website - £11.99

27/12/23 – HugoFox – website - £11.99

**Payment made under Clerks delegated authority**

27/11/23 – Cardiac Science – new defib battery - £374.95

**Payments made: £398.93**

**e. Previous Account Balance: £3,103.59 (of which £1,000 is restricted – RecGrd)**

**Receipts:** none

**Payments:** £398.93

**Account Balance: £ 2,704.66 (of which £1,000 is restricted – RecGrd)(agrees with Bank statement as at 12/01/24)**

**f. Payments to approve:**

**Total payments to approve:** none

**Date of next meeting**

The next PCM will be on Tuesday 19<sup>th</sup> March 2024 at 7.30pm in Baxter Hall. A Planning meeting will be held on Tuesday 20<sup>th</sup> February 2024 if required.

With no further business, the Chair thanked all for attending and declared the meeting closed at 8.49pm

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

Initials of chair .....