

PETROCKSTOWE PARISH COUNCIL

Parish Clerk: 07989 638315 E-mail: petroc.clerk@hotmail.com

Dear Councillors, you are duly summoned to attend the Petrockstowe Parish Council Meeting to be held at 7.30pm on Tuesday 16th July 2024, 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.](#)

Report from County/District Councillor/s if required/available

AGENDA

- 1) **Apologies of Absence** To receive apologies and approve reasons for absence
- 2) **Declaratios 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 Annual Meeting of 21st May 2024, the minutes having been previously circulated.
- 4) **Current Business**
 - a) **Meeting Dates for 2024-2025** – Clerk
 - b) **Website statistics** – for information
 - c) **Recreation Ground** – Cllr Busby
 - d) **Play Park Financial arrangements** – Clerk
 - e) **Gov.uk email** – Clerk
 - f) **River Pollution meeting with Clinton Estates** – feedback - Cllrs Fisher & Goaman
 - g) **Precept grant requests – for consideration**
 - i. Churchyard
 - ii. Baxter Hall
 - iii. NDRO – donation
 - iv. ODCTG
 - v. CA
- 5) **Matters arising from previous minutes**
 - a) **Additional Signatory on Bank Account** – update - Clerk/Cllr Richards
 - b) **Internal Auditors report** – *update on incorrect report received* - Clerk
- 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: 1/0590/2024/FUL** Date: 9th July 2024 Proposal: Conversion of 2no. barns to 2no. dwellings Location: Barns At Grid Reference 251845 108236, Petrockstowe, Devon.
 - b) **APPEAL**: Application Ref: 1/0997/2023/FUL Appeal Reference: APP/W1145/W/24/3343464 Appeal Start Date: 17th June 2024 Date: 17th June 2024 Proposal: Construction of 1no. local occupancy dwelling with associated works Location: Land South Of 1 North Town, Petrockstowe, Devon. **Council to consider sending comments.**

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

- a) **Application Ref: 1/0157/2024/FUL** Date: 17th April 2024 Proposal: Change of use and conversion to one dwelling with annex accommodation (Buildings D, E and F) (Variation of condition 2 of planning approval 1/0892/2022/FUL) (Plans schedule) Location: Barns At Grid Reference 251845 108236, Petrockstowe, Devon. **This application was withdrawn.**
- b) **Application Ref: 1/0320/2024/FUL** Date: 31st May 2024 Proposal: Erection of a side and rear extension Location: The Heights, Petrockstowe, Okehampton, Devon. **Decision: GRANTED**

7) **Correspondence** Please see below list of correspondence e-mailed to Councillors for consideration/information.

8) **Re-adoption of Council Documents** Councillors need to review, amend if necessary and readopt the Council documents as below. Amended versions emailed prior to the meeting, with current versions available on the website.

- a) Model Financial Regulations – new version – July 2024
- b) Risk Management – no changes - Clerk
- c) Scheme of delegation – minor changes - Clerk

9) **Councillors Reports** for information if required and available.

- a) **Play Park** – Annual Inspection report emailed to councillors for information

10) **Finance**

- a) **Reserve Account balance as at 09/07/2024 - £4,597.42**
- b) **To note receipt of income since 21/05/24: none**
- c) **Previously approved expenditure made since 21/05/24: £103.98**
 - 29/05/24 – HugoFox – website - £11.99
 - 04/06/24 - SLCC membership - £80.00
 - 29/06/24 – HugoFox – website - £11.99
- d) **Previously approved payments to be made: £876.35**
 - 17/07/24 - Annual Insurance - £817.37 (Rec Grd restricted - £400 contribution)
 - 29/07/24 – HugoFox – website - £11.99
 - 18/08/24 - ICO - £35.00
 - 29/08/24 – HugoFox – website - £11.99
- e) **Payments to approve: none**

Previous Account Balance: £5,314.24 (of which £1,000 is restricted – RecGrd)

Receipts: £0.00

Payments: £103.98

Account Balance: £ 5,210.26 (of which £600 is restricted – RecGrd) (agrees with Bank statement as at 09/07/24)

11) **Confirm date of next meeting**

The next Parish Council Meeting will be on Tuesday 17th September 2024 at 7.30pm in Baxter Hall. A Planning meeting will be held on Tuesday 20th August 2024 if required.



Fiona Lowe, Parish Clerk 09/07/2024

Correspondence sent to Councillors from 16/05/2024 to 09/07/2024 inclusive

17/05/24 – Healthwatch Devon - Healthwatch Devon E-bulletin 16 May 2024
17/05/24 – TDC - Westward Ho! beach wins prestigious Blue Flag 21 years in a row!
18/05/24 – DCC - South West Water advice following confirmed cases of cryptosporidium; New Devon Music Education Hub and Want to know the name of the planned new Okehampton station?
21/05/24 – Parliament.uk - FW: Safety of Lithium ion Batteries and e-bikes and scooterrrs
22/05/24 – DCC - Recent Flooding across Devon
03/06/24 – DCC - What does the General Election mean for Devon and Torbay's plans for a Combined County Authority? Free school meal holiday vouchers for low-income families and New 'Let's Talk' series
03/06/24 – Cllr Goaman - Re: Petrockstowe Parish Council and Water Restoration Grant
03/06/24 – Clinton Devon - Mere Water Restoration Grant
03/06/24 – Clinton Devon - RE: Mere Water Restoration Grant
03/06/24 – Healthwatch Devon - Healthwatch Devon E-bulletin 30 May 2024
03/06/24 – Clinton Devon - Petrockstowe & Merton Parish Councils and the Water Restoration Grant
03/06/24 – Devon Climate Emergency - Welcome To Our June Newsletter!
06/06/24 – Healthwatch Devon - Time to say thank you!
06/06/24 – NDDH - Latest news from the Royal Devon: June 2024
16/06/24 – DCC - Our weekly round-up of news from across Devon
16/06/24 – Devon Communities Together - Petrockstowe Housing Needs Survey
16/06/24 – David French – Grant Application
16/06/24 – Healthwatch Devon - Healthwatch Devon E-bulletin 13 June 2024
16/06/24 – DCC - Our weekly round-up of news from across Devon
24/06/24 – DCC - Introducing Jemeillia, our new Young Corporate Parenting Lead; Nominations open for the Active Devon Volunteer Awards and find out why Every Bite Counts!
24/06/24 – Devon Communities Together - UK Landlines are going digital by 2027
01/07/24 – DCC - Get ready for a summer of funded exciting activities and enriching experiences; find out if you could be saving money on your childcare costs and don't miss out on free online support sessions
09/07/24 – DCC - Luke's career is growing strong after apprenticeship award win! Join us for South Devon Food Hub's inaugural event! And Are you an international recruit new to the UK?
09/07/24 – Ron Bailey - FW: Safety of Lithium ion Batteries and e-bikes and scooterrrs