

PETROCKSTOWE PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Baxter Hall
on Tuesday 18th March 2025 at 7.30pm.

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

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

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.

50. **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 M Thompson, M Goaman, J Brasier and DCllr C Cottle-Hunkin. Apologies accepted

51. **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). **All councillors have provided updated Register of interest forms which will be on the TDC website. None further declared at this meeting.**

52. **Approval of Minutes.** To receive and sign the minutes of the Meeting of the Parish Council of 21st January 2025. LGA 1972 Sch 12 para 41(1). **Resolved:** that they were a true record of the meetings decisions and signed as such.

53. **Matters arising from previous minutes.**

- a. **Recreation Ground Signs** – these will be erected in the next 2 weeks.
- b. **Gov.uk email** – These are now up and running for the Clerk, Chair and Vice Chair. The £100 grant was no longer available due to a delay by HugoFox in submitting the application. They have agreed to refund £100 to compensate for this.
- c. **Outstanding planning/enforcement issues within the village** - No updates have been received and **the Clerk was instructed** to chase the enforcement issues outstanding.
- d. **Rec Grd** – Cllr Busby has been in touch with the bouncy castle company and the PC Insurance company. The Insurers requested that several documents be provided. **Cllr Busby will ask the bouncy castle company to provide these to enable the PC to make a decision ahead of the Fete in June.**

54. **Current Business**

- a. **Neighbour Priority Statement/Devolution** – Cllr Saywell outlined the DCC proposals and Cllr Busby suggested completing an NPS which is a simplified version of the Neighbourhood Plan. Although Petrockstowe created and registered a NP several years ago, it has been superseded by the TDC Local Plan. Following a discussion, it was agreed to add this to the agenda for the APM.
- b. **Recreation Ground** - Cllr Goaman has joined the Rec Grd committee and Cllr Busby is standing down. In future the Clerk is to send the utilities emails etc to Cllr Goaman.
- c. **Collaborative Group** – Cllr Busby is not able to attend the evening meetings and asked if any other councillor could do this. Following a discussion, it was agreed to not send a representative in future.

Initials of Chair

- d. **Annual Parish Meeting** – The Clerk provided a draft agenda, which, with the addition of the NPS, was agreed.

55. 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**

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

- a. **Application ref:** 1/1075/2024/REM Date: 12th February 2025 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 (Plans Schedule)) Location: Upton, Petrockstowe, Okehampton, Devon **Decision: WITHDRAWN**

- 56. **Correspondence.** Cllrs agreed that they had received the correspondence as listed in the agenda from 16th January to 12th March 2025 inclusive, and had no comments.

57. Clerk/Parish Councillors Reports

- a. **Chair's Report** - Cllr Busby advised that the SSPC group would like to apply for a grant for a feasibility study , and as they do not have a bank account, have asked the PC to hold the funds. Cllr Busby has checked the legality with TDC legal department who advised that the PC can apply for the grant and administer the funds (ring-fenced for the SSPC). This could potentially add credibility to the grant application. There is speculation that the church building/site is about to go on the market and disgust that a recently provided report shows that when the report was produced 2 years ago, the cost of repairs were under £400,000. This figure has risen to £1million now. Following a discussion, it was **agreed that Cllr Busby will invite the SSPC to attend the APM** to outline their plans and request. The general feeling within the PC is that the PC should not be on the application and administer the funds. There is the potential that this could increase the workload of the Clerk and take us over the annual income/expenditure figure which triggers a £200 fee.
Remembrance Day – Cllr Busby met with the Church Council and an agreement has been reached to work together in future. The suggested schedule from the PC is that there is a Church Service, followed by a walk to the War Memorial for the Act of Remembrance, followed by refreshments at the Baxter Hall. Also that Baxter Hall could be offered to hold the Church Service if required. **Cllr Busby will pass this suggestion to the Church Council.**
- b. **Highways Report** – Cllrs Richards and Goaman met with Cllr Saywell and the Highways Officer to identify the drains and drainage problems from Aish Cross to the parish boundary. The following points were agreed:
 1. The route of the pipework to egress from the 2 drains (one on either side of the road) between the nature reserve and the farm buildings (Varney's) requires identification.
 2. Contact should be made with SWW regarding possible leak from pipework supplying the farm buildings mentioned above, as next drain north appears to be continually flowing for no other reason.
 3. Remedial work needed on erosion potholes immediately adjacent to the drain mentioned above (2).
 4. The landowner (Aish Barn) should be approached regarding a possible blockage to the outflow from the 2 drains (one on either side of the road) to the south of Aish Cross.
 5. The verges in and around Petrockstowe (damaged by excess traffic during the A386 closure) to be re-instated rather than road being edged with tarmac.
 6. Drainage around Rowan Farm to be investigated to prevent flow across the highway and ice in cold weather.
 7. 3 drains on Aish Hill to be cleared (I think this is already scheduled but I include it to remind everyone that they are blocked solid)

Initials of chair

Minutes 18th March 2025

CLlr Richards expressed his thanks to Chris Goaman for routinely clearing drains/ditches and for providing local information.

58. Finance

- a. **Reserve Account balance as at 07/03/25 - £7,660.75 (£2,000 for PlayPark)**
- b. **To note receipt of income since 15/01/25: £465.00**
 31/01/25 – National Grid compensation –RecGrd - £365.00
 13/02/25 – NatWest compensation - £100.00
Previously approved expenditure made since 15/01/25: £418.02
 27/01/25 – HugoFox – website - £11.99
 31/01/25 – Fiona Lowe – expenses - £17.05
 03/02/25 – Nationa Grid – cheque unpaid (unreadable) - £365.00
 10/02/25 – HugoFox – .gov emails - £11.99
 27/02/25 – HugoFox – website - £11.99
Previous Current Account Balance: £3,176.33 (of which £600 is restricted – RecGrd and £198.50 belongs to PlayPark)
 Receipts between 15/01/25 and 07/03/25: £465.00
 Payments between 15/01/25 and 07/03/25: £418.02
Account Balance: £3,223.31 (of which £600 is restricted – RecGrd and £198.50 belongs to PlayPark) (agrees with Bank statement as at 07/03/25)
- c. **Previously approved payments to be made: £23.98**
 27/03/25 – HugoFox website - £11.99
 27/04/25 – HugoFox website - £11.99
Payments to approve: £none

The Chair advised that he will use part of the Chairman’s allowance to make a donation to Jade who recently pressure washed the Play Park and equipment.

Date of next meeting

The Annual Parish Meeting will be on Tuesday 15th April 2025 at the earlier time of 6.30pm in Baxter Hall. A Planning meeting will be held prior to this meeting if nessary.

The Annual Meeting of the Parish Council will take place on Tuesday 20th May 2025 at 7.30pm in the Baxter Hall.

With no further business, the Chairman thanked all for attending and closed the meeting at 8.59pm

Chairman Date

Initials of chair