

MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 14 JUNE 2023 AT 7:30PM
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

Present: Mr C D Nicks in the Chair,
Mrs L A Hamilton,
Messrs P P W Edworthy, R P Edworthy, T J Hamilton and T J Vanstone (part only)
MDDC reps Cllr Mrs N Letch and Cllr S Penny,
DCC rep Cllr F Letch.
Clerk: Miss B D Ware.
Members of the Public: One (part only)

Apologies: Mr V Steer and Cllr S Penny.

1. **Public Open Forum.**

A resident raised various matters, viz.

Proposed barrier at Bow Village Hall, to prevent access to parking in the Village Field car park (not a Parish Council matter). She opposed Bow Village Hall and Bow Village Field Management Committee's proposal which would preclude residents and their visitors from parking in the Village Field car park. It was explained that B V H & B V F Man Cttee experienced difficulties with cars parked in the Village Field car park when the car park was needed for events.

Field, recently sold, on south side of A3072 adjacent to River Yeo. She submitted that the field had been fenced so prevented access, via the field, to the river, maintaining that villagers had used the access track to the river for many years. It was explained, having been sold, the new owner was fully entitled to erect a fence at his property. Streetlight (non-functioning), top of steps beside Felton House. She drew attention to the light which she said had not been working for three months. Cllr Natalia Letch would report it to MDDC.

Water leak, nr Westwood (not a Parish Council matter). The resident complained that a water leak had been there for a few weeks and nothing had been done. In truth, Bow Waterworks had arranged for contractors who had visited to inspect it for quotation purposes. Cllr Frank Letch said that he had put information from DCC on a local social media Facebook site. He also said that DCC had expected the A3072 (resurfaced in 2012) surface to last 25 years. Members commented that the A3072, at Copplestone, had been resurfaced at the same time but that surface had not lasted either. At the time, it had also been known that a poorer quality product had been used. Cllr Letch planned to see DCC Highways officer Mr Tucker the following day when he would again raise the matter. The resident, thanked for attending, took her leave of the meeting.

2. **Minutes.**

The minutes of the Annual meeting held on 10 May 2023, having been circulated in advance, were taken as read, approved as a complete and accurate record, and signed by the Chairman.

3. **Matters Arising:-**

(i) Lychgate structure, entrance to Iter Park. The developer confirmed that the post nearer the road was badly rotted in the base, suggested scarfing in a new piece of oak at the base. Parish Council did not have responsibility or jurisdiction over the matter but was pleased that planned repair work would go ahead.

(ii) DCC Highways, expressions of interest for 20mph speed limits Tranche 2, schemes to be progressed in 2023/24. DCC had assessed the 57 new submissions (incl. Bow) and applied a scoring matrix (factors incl. speed related injury collisions over previous three years; vulnerable road users/environment; footways on one/both sides; road character; index of multiple deprivation) to arrive at a score, highest scores to go forward. DCC had announced six (not Bow) schemes were going forward, utilising the £150k in the DCC Road Safety Capital Allocation.

4. **Planning**

APPLICATIONS

[23/00770/HOUSE](#)

Proposal: Erection of two storey extension and solar panels following demolition of existing conservatory

Location: Glen Rue, Bow, Crediton, Devon

Site Vicinity Grid Ref: 271870 / 101786

Information had been conveyed electronically to Bow Parish Councillors on 16 May 2023.

Parish Council approved the application.

[23/00719/FULL](#)

Proposal: Erection of a polytunnel for horticultural use

Location: Land at NGR271721 101708 (East of Burston Inn Bungalow), Bow, Crediton, Devon

Site Vicinity Grid Ref: 271683 / 101714

Information had been conveyed electronically to Bow Parish Councillors on 18 May 2023.

Members commented that the site was within the flood plain. Parish Council approved the application.

WITHDRAWN

[23/00598/FULL](#)

Proposal: Change of use of holiday unit to residential dwelling

Location: Land at NGR 271715 100431 Station Road, Bow, Crediton, Devon

Site Vicinity Grid Ref: 271665 / 100500

MDDC DECISION

APPROVALS

[23/00505/HOUSE](#)

Proposal: Erection of a two storey extension to rear (revised Scheme)

Location: 29 Godfreys Garden, Bow, Crediton, Devon

Site Vicinity Grid Ref: 272105 / 101482

[23/00355/HOUSE](#)

Proposal: Installation of two dormer windows to rear; removal of chimney; installation of two Velux windows to front; erection of single storey rear extension and front porch and installation of flue

Location: 10 Gregory Close, Bow, Crediton, Devon

Site Vicinity Grid Ref: 271995 / 101403

Parish of Clannaborough

[23/00252/MFUL](#)

Proposal: Erection of agricultural building (1794 sq. m) to house milking parlour on site of existing silage clamp

Location: Land and Buildings at NGR 274379 101477 (Appledore Farm) Bow, Crediton, Devon

Site Vicinity Grid Ref: 274411 / 101523

Parish: Clannaborough 13

5. **To Elect Vice Chairman.**

Deferred pending Mr Vanstone's arrival at the meeting.

6. **Parish Council Election 2023 – Post Election Vacancies.**

The two vacancies had been publicised (Notices on notice boards, posted on local social media Facebook site and via the Bow and Arrow). To date, no expressions of interest had been received. It was suggested that people preferred to be approached, face-to face, rather than submitting an expression of interest.

7. **Annual Audit 2022/2023**

The Certificate of Exemption had been sent to PKF Littlejohn LLP and published on Parish Council's website. **Annual Governance and Accountability Return (AGAR), Internal Audit.** All councils were required to annually review the effectiveness of their system of internal control. Reliable assurance was required reference the council's internal controls and its management of risk. The review to include a separate review of internal audit (two principle aspects – compliance with standards and overall effectiveness) and to publicly report the outcome. An appointed internal auditor needed to be independent, qualified and competent. Having reviewed systems, etc. Members confirmed that, in their opinion, the system of internal control including the independent internal audit was effective. Mr Weeks had efficiently and thoroughly completed the internal audit. The AGAR Annual Internal Audit Report had been completed and signed. Members discussed and agreed to gift Mr Weeks H.T.A. garden vouchers to the value of £40.00, in recognition of and thanks for his good work.

8. **Annual Audit 2022/23, AGAR Form 2, Section 1 Annual Governance Statement.**

A copy of the blank document had been emailed to Members in advance. Members considered all the listed statements, agreeing them accordingly. The Annual Governance Statement was duly completed, signed by the Chairman of the meeting and the Clerk (deadline for approval 30 June 2023.) It would be published on Parish Council's website (deadline 30 September 2023).

9. **Annual Audit 2022/23, AGAR Form 2, Section 2 Accounting Statements.**

The completed copy of Section 2 Accounting Statements had been electronically circulated to Members in advance. Members approved the Accounting Statements which was duly signed by the Chairman of the meeting (deadline for approval 30 June 2023). It would be published on the website (deadline 30 September 2023). The Bank Reconciliation pro forma together with the Analysis of Variances pro forma had both been completed and published on the website. Completion of the formal Notice for the Period for the Exercise of Public Rights was in hand and would be published on the website. The statement of accounts, accounting records for the year to which the audit relates with all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records to be made available for inspection by any person interested, during a period of 30 working days set by the smaller authority (dates Monday 19 June 2023 to Friday 28 July 2023 would likely be selected).

10. **D. C.C. Highways Matters.**

Speeding A3072 western approach to village (proposed extension of 30mph limit. Nothing received from DCC. Community Speed Watch (A3072 western approach to village, eastbound traffic). Bow Community Speed Watch group had supplied data for April and May – 28 sessions had been held, at different Bow sites, with highest speeds of 48mph in 30mph limit and 55mph in 40mph limit, recorded.

Vehicle Activated Speed Sign (VAS). A DCC Highways factsheet (obtained from DCC Mr Short by Cllr Letch) set out the procedure for acquiring a VAS, each step needed DCC approval, the first step being site selection which needed an appropriate clear line of sight and distance towards vehicles and needed to be safe for maintenance purposes. Members considered a map and agreed sites on the A3072 at both western and eastern approaches to the village.

A3072 poor road surface at the Square & junction with Station Road. Responding to Parish Council's email reiterating the request for a site meeting Central Devon MP, Mel Stride, had quoted DCC Director of Climate Change, Environment and Transport Ms Meg Booth's comments, which stated that the road benefits from monthly inspections with any safety defects recorded and repaired but went on to state that DCC was investigating how to overcome issues with below ground services, saying there are a number of leaks from existing water services (? !) causing damage to the highway infrastructure, complicated by the fact that there are a number of water services in the Bow community, etc. Parish Council briefly discussed, Members said that the A3072 at Copplestone also had areas of badly broken tarmac and that the very worst section of road surface, at School Hill, Bow, did not have any Bow Waterworks pipework. Bow Waterworks had endeavoured to establish from where DCC's mis/information was being sourced, as Bow Waterworks had not been consulted or even contacted (until 31 May). Cllr Letch suggested that a meeting with DCC Ms Booth, Bow Waterworks, SWW and DCC Legal Services, be held. Parish Council said that DCC needed to verify it's claims, as to the reasons Bow Waterworks was being blamed.

11. **To Elect Vice Chairman.**

Deferred from earlier in the meeting, Mr Vanstone having arrived and joined the meeting. Mr Vanstone, who was willing to stand, was proposed by Mr Nicks, seconded by Mrs Hamilton and all agreed Mr Vanstone be elected.

12. **DCC Report.**

Cllr Letch's June report had been circulated to Members and posted on a local Facebook site.

Annual Meetings – DCC had elected Cllr Prowse (member for Pennsylvania, Exeter) as the new Chairman.

Potholes – were provoking complaints across the county, prompting an enquiry as to vehicle damage claims which reportedly, for the current year up to 14 May, totalled 286 costing the county £9,133.

20mph speed limits – six areas in the county have the restriction, Cabinet is using £150k to look at a further survey to evaluate effectiveness of introducing the 20mph scheme on driver behaviour, which had a cost attached.

Elections 4 May – great changes had been seen at town and district level, Mid Devon had witnessed the greatest change with Liberal Democrats gaining 33 of the 42 seats, so now had a large majority. Cllr Letch (Lib Dem) had been elected chairman, he had produced a 'Chairman's manifesto', hoping to promote the profile of Mid Devon.

Low turnout – seemingly indicated apathy and lack of interest. As Chairman, Cllr Letch aimed to engage with community groups and schools. He invited anyone with knowledge of clubs/community groups/schools which would benefit from a talk about the Chairman's manifesto to contact him.

In addition to his Report –

Cllr Letch advised that Pay and Display would potentially be introduced at eight towns in Devon, incl Crediton and Okehampton, however DCC was looking at a scheme which would provide 30 minutes free parking. Mr Vanstone raised various queries including tradesmen, Members were not supportive of Pay and Display feeling that it would adversely affect trade and kill off High Street shops.

DCC would start a summer holiday scheme for children, which Cllr Letch would forward to the Clerk for circulation. A scam, involving council house repairs on a "no win no fee" basis, needed to be highlighted so people were aware

13. **MDDC Report**

Cllr Natalia Letch requested a regular, each meeting, agenda item for a MDDC Report. For June, she reported – MDDC was administering household support schemes to disadvantaged people, providing housing support, etc. MDDC's first business support surgery had gone well, with a second planned at the Bookery, Crediton, on 21/6/23. MDDC would shortly announce a walking project, towns and village would be encouraged to be involved, it was hoped that it would promote tourism in Mid Devon. Social housing, a new problem had arisen on tenants' feedback forms which was generating extra work for officers. Domestic noise was no longer considered a nuisance or to be anti-social.

14. **Monitoring of Services**

D.C.C. Service satisfactory – comment would not be submitted.

M.D.D.C. Service satisfactory – comment would not be submitted.

Parish council was aware that complaints were circulating (on social media Facebook sites) that a daily newspaper was apparently being strewn around in the Iter Cross area, on occasion toward Clannaborough/Copplestone. Believed to be discarded from a vehicle every day, residents had endeavoured to identify the miscreant.

15. **Correspondence**

MDDC Press Release, new car parking charges, effective 27 June 2023.

MDDC Press Release, Tiverton housing development – two one-bedroom flats built at Siddalls Gardens increases housing stock.

MDDC Press Release, MDDC has awarded Petroc College over £45,000 worth of funding to create a Business Innovation Hub at the college's Tiverton Campus.

MDDC Press Release, zero-carbon homes shortlisted for second consecutive year.

MDDC Press Release, First Business Support Surgery Proves a Success.

Devon and Cornwall Alert, Commissioner launches new website for victims of crime <https://victimcaredc.org>

DCC, Principal Transport Officer, changes to the bus 315/345/377 services.

DCC Local Flood Risk Management Strategy newsletter – summer 2023.

Devon Communities Together, LOVE Devon 2023 magazine.

Publications: DALC E-bulletin, DALC Training E-bulletin, Healthwatch Devon E-bulletin, NALC newsletter, NALC chief executive bulletin, NALC Events, Devon Climate Emergency June newsletter and DCC Connectme.

16. **Finance.**

Bank balances brought forward: Deposit a/c £7,995.81, Current a/c £31,322.53

VAT refund of £580.92 credited to current a/c

ACCOUNTS FOR PAYMENT

Nil

17. **Any Other Business.**

(i) Bank account signatories. Mr Nicks proposed that Mr P P W Edworthy and Mr Hamilton be added as signatories, seconded by Mrs Hamilton. It was agreed to add Messrs Edworthy and Hamilton to existing signatories Messrs R P Edworthy and Nicks.

18. **Date of Next Meeting.**

Wednesday 12 July 2023 at 7:30pm at the Community Room of Bow Village Hall.

This concluded the business and the Chairman declared the meeting closed at 9.10p.m.