

MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 8 MAY 2024 AT 7:30PM
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

Present: Mr T J Vanstone, Vice Chairman, in the Chair,
Mrs L A Hamilton,
Messrs R A Cook, P P W Edworthy, R P Edworthy, T J Hamilton and S A Pengelly.
MDDC reps. Cllr Mrs Letch (part only) and Cllr White.
Members of the Public: Three (part only).
Clerk: Miss B D Ware.

Apologies: Messrs C D Nicks and V Steer and DCC rep. Cllr Letch.

1. **To Elect Chairman.**

The Clerk called for nominations. Mr Nicks was proposed by Mr R P Edworthy and seconded by Mr Cook. Mr Nicks, absent from the meeting, was known to be willing to stand. Without any other nominations forthcoming and being agreed, Mr Nicks was declared elected. The Declaration of Acceptance would be completed and signed at the following meeting.

2. **To Elect Vice Chairman.**

Nominations for the post of Vice Chairman were invited. Mr Vanstone was nominated by Mrs Hamilton and seconded by Mr P P W Edworthy. Without any other nominations forthcoming and with all being agreed, Mr Vanstone was declared elected.

3. **Public Open Forum.**

Two representatives of the Crediton Cluster Group addressed Parish Council. Chairman of Sandford Parish Council, Mr R Ward and member of Crediton Town Council Mr S Huxtable spoke about the Crediton Cluster Group. Earlier in 2024 a meeting, with 4/5 town and parish council representatives, had met. Each had their own different 'beefs' which it had been felt would have been better addressed with a collective voice. They suggested that it would be better to collaborate, saying that town and parish councils sometimes had odd jobs, eg grass cutting, and there may be an opportunity for towns and parishes to act more in unison, working as a team, on some matters, eg footpaths. Questions put to the Crediton Cluster Group representatives included the defined area of the cluster, the Group's mission and terms of reference. The Group comprised Crediton, Newton St Cyres and Sandford, with approaches currently being made to Bow, Colebrooke and Morchard Bishop. The Group's representatives affirmed that Crediton Town Council would not be leading the Group. Meetings were held monthly. The Group's representatives were thanked and they took their leave of the meeting.

A representative of Bow Community Speed Watch Group addressing Parish Council, advised that a member of a speed watch group had attended a meeting at which vehicle activated speed signs (VAS) had been discussed.

4. **Minutes.**

The minutes of the meeting held after the Annual Assembly on 10 April 2024, having been circulated in advance, were confirmed as a complete and accurate record and were signed by the Vice Chairman.

5. **Matters Arising:-**

(i) Lychgate structure, entrance to Iter Park. Cllr Letch, who had requested DCC advices, still awaited information from DCC. He intended approaching Ms Meg Booth, DCC Director of Climate Change, Environment and Transport.

6. **Planning**

APPLICATION

[24/00310/HOUSE](#)

Proposal: Conversion of integral garage to living space. Installation of two dormers and first floor terrace on north and west elevations.

Location: Hazeldene, Station Road, Bow, Crediton

Site Vicinity Grid Ref: 272207 / 101748

Information had been conveyed electronically to Bow Parish Councillors on 29 April 2024.

Mr Cook declared a DPI (owner-occupier of the property) and left the meeting.

Parish Council approved the application.

MDDC DECISIONS

APPROVALS

[24/00321/CAT](#)

Proposal: Notification of intention to reduce the height of 1 Eucalyptus tree by 15m and lift the crown by approximately 2-5m within the Conservation Area

Location: 1 Chanterhayes Bow CREDITON

Site Vicinity Grid Ref: 272140 / 101744

[24/00309/CAT](#)

Proposal: Notification of intention to remove two Elm trees and reduce one Corkscrew Willow tree within the Conservation Area

Location: Kenaden House Bow CREDITON

Site Vicinity Grid Ref: 272207 / 101748

7. **Parish Council Meetings for Forthcoming Council Year.**

Monthly meetings ex. August and December (unless required for Planning purposes), on second Wednesdays of each month, with the Community Room of Bow Village Hall as the preferred venue, remained the preference. Meetings would therefore be held on 12 June, 10 July, 11 September, 9 October, 13 November, 6 January, 12 February, 12 March and 9 April. Venue to be booked accordingly.

8. **DCC (Crediton Rural Division) Monthly Report.**

Cllr Letch's report for April 2024 had been electronically circulated to Members, email dated 23 April 2024.

Cllr Letch's report had been written on St George's Day.

April had been an interesting month with major events, first Cllr Letch as Chairman unveiled the plaque to celebrate 50 years of Mid Devon District Council, second had been receiving the latest OFSTED report which, following earlier problems in the service, contained positive (inspectors saw improved stability and morale of staff and an increase in permanent staffing with no child considered to be in an unsafe situation) and negative (consistency and speed of delivery) observations.

Road closures. The number was amazing with a flurry of work by highways and utilities. DCC's contractors, Milestone's contract was due to terminate in 2027, with DCC officers exploring a new possible approach (a new contractor/everything in-house/some in-house with rest put out to tender/more than one contractor fulfilling the demanding varied roles of the service). Decisions with possible consequences would be reported in due course. Combined County Authority. A devolution of central powers would amalgamate Devon County Council and Torbay Council. It's board would comprise ten members but only six (three from each Authority) could vote, the eight district councils would have two representatives who could not vote. Concerns had been raised by district and town members over lack of power. Districts needed control over the Homes England budget to help build social housing. Documentation indicated that the CCA could not raise council tax (first three years funded by central government).

9. **MDDC (Upper Yeo & Taw) Monthly Report.**

Cllr Mrs Letch's report for April 2024 had been electronically circulated to Members, email dated 21 April 2024.

"Dive in" café at Lord's Meadow Leisure Centre, Crediton. The long-awaited addition to the Centre would open on 1 May 2024.

Mid Devon Parking Consultation Group. Comprising business and community representatives along with town and district councillors, proposed changes incl. long-stay car parks in Crediton, Cullompton and Tiverton to have wider choice of time slots; the charge for a two-hour period to increase from £2.70 to £2.90; maintaining free parking at specific car parks on five Saturdays in run-up to Christmas.

Mid Devon Housing (MDH) Income Management Policy. Out for tenant consultation. Details on website, see <https://www.middevon.gov.uk/residents/mid-devon-housing/your-community/consultation-hub/>. Suggested changes to the policy included rent and charges being payable 52, not 48, weeks of the year; payment options widened; rent arrears no longer referred to the Eviction Panel.

Debt Respite Scheme (breathing space). Available to those with problem debt, giving legal protection from creditor action for up to 60 days.

Additionally, Cllr Mrs Letch said that paddling pools at MDDC's leisure centres were re-opening, also that Planning applications were being submitted by MDDC for modular homes on brownfield sites for social/council housing (there might be some at Bow?) and that a hardship fund existed for families.

10. Annual Audit, Annual Governance and Accountability Return (AGAR) 2023-2024 Form 2.

The completed Certificate of Exemption had been signed (wet signatures required) and submitted to PKF Littlejohn LLP on 11 April (deadline 30 June 2024), it had also been published on Parish Council's website. Mr Weeks was content to undertake the internal independent audit which was currently being arranged. AGAR Form 2 Section 1 Annual Governance Statement required Parish Council completion and AGAR Form 2 Section 2 Accounting Statements required Parish Council approval after the Annual Internal Audit Report had been received. Bank Reconciliation pro forma had been completed by the Clerk/RFO. The Explanation of Variances had also been completed by the Clerk/RFO, the explanation for 'high' reserves: Box 7 (balance c/fwd) is more than twice Box 2 (annual precept) because the authority held the following breakdown of reserves at the year-end, would show Improve highway (A3072) safety, at western approach to Bow village – in consideration of possibility of installing lighting (? solar with sensors) ownership of strip of grass between layby and the carriageway to be established.

11. Reclaim V.A.T. For Year 2023-24.

A sum of £66.50 had been duly reclaimed online, by the Clerk, on 15 April 2024. The HMR&C refund was awaited.

12. Police and Crime Commissioner Election, for Devon and Cornwall Police Area.

At the election on Thursday 2 May 2024 Alison Hernandez (Conservative) had been returned as the Devon and Cornwall Police and Crime Commissioner, for her third consecutive term in office. Results (total) had been Alison Hernandez (Conservative) 131,764 votes, Daniel Steel (Labour and Co-operative) 107,897 votes and Steve Lodge (Liberal Democrats) 64,790 votes. Mid Devon turnout had been 20.7%.

13. MDDC's State of the District Debate (20 March 2024) 'Working Collaboratively with Town and Parish Councils'.

Follow-on information comprised a copy of the briefing notes received from the six sessions held at the Debate with a request that they be forwarded to those who had attended. MDDC had produced and published a A5 booklet 'Your Essential Flood Guide' for communities at risk of flooding. MDDC was seeking feedback from those who had attended the event.

14. Bow Village Field Footpath, Faulty Electric Light No.3.

Work to replace the light head unit to LED had been effected on 1 April 2024 by Mark Burrow Electrical. The light was reported to have shorted out, National Grid (formerly Western Power Distribution) had attended to fix it. Mark Burrow Electrical invoice at £480.00 was to hand.

15. Bow Village Hall, Toilets, Including VAT.

Mrs Hamilton advised that Bow Village Hall and Bow Village Field Management Committee was campaigning to replace toilets at the Hall, to install new disabled toilets and baby changing facilities. The Committee aimed to redesign toilet facilities so that Village Field event attendees could access the toilets from outside the building. Some fund raising had been ongoing (eg Big Breakfasts). The Committee would be looking to Parish Council for a donation. One quotation which had been obtained by the Committee had been £81,000 + vat. Turning to VAT (a major financial factor for large projects undertaken by charities not VAT registered), Mrs Hamilton sought some clarification. Whereas town/parish councils could make financial grants, town/parish councils could also purchase an item, reclaim the VAT, with the item purchased gifted to the local organisation. However, any reimbursement by anyone of any part of the cost meant that none of the VAT could be recovered (there could not be any payment or benefit given in return). It was understood that the Committee members were in the process of persuading Bow Village Hall and Bow Village Field Management Committee to register for VAT in order that reclaims of input VAT could be made from HMR&C (including £10,000 VAT paid for the new pump track in 2023), however the process for Bow Village Hall and Bow Village Field Management Committee was not straightforward. Mrs Hamilton advised that the Committee may approach Parish Council requesting a specific item be purchased, and then gifted, towards the toilet facility redesign project.

16. D.C.C. Highways Matters.

Speeding A3072 western approach to village (proposed extension of 30mph limit. Nothing had been received – given Cllr Letch's intention to approach Ms Meg Booth reference the lychgate structure it had been suggested that he include this item which had been outstanding since September 2021.

Community Speed Watch (A3072 western approach to village, eastbound traffic). Data had been received for the period 2/4/24 to 2/5/24 with info conveyed to Members. Since inception (30/10/2022) the CSW group had carried out 186 sessions with 1,009 vehicles caught speeding. The Group had repeated it's request for more volunteers. *Vehicle Activated Speed Sign (VAS).* The Clerk had prepared a draft of an application to DCC for approval, which

had been circulated to Members who approved said draft. It would be forwarded to Cllr Letch for submission to DCC. Westcotec had queried Parish Council's stated preference for lithium batteries over lead acid batteries, advising that lead acid performed better. Parish Council re-affirmed its preference for lithium batteries. The DCC Locality Budget application form had been revised – for highways items, DCC need assurance on who delivers and has responsibility for the project.

17. Monitoring of Services

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

18. Correspondence

MDDC, D-Day 80 'Flag of Peace' - invite to flag raising ceremony on 6th June at 9am. (Mr Pengelly aimed to attend the ceremony in a separate capacity.)
MDDC, Invitation to tour Waste and Recycling at the Carlu Depot on the 2nd and 16th May 2024.
MDDC, District performance on side waste and improving recycling, thanks to those who attended tour on 2/5/24 with reminder of second tour on 16/5/24.
MDDC, Police requested links be circulated for Young Person's Victim Services and Victim Care [Home - Victim Care Devon & Cornwall \(victimcare-dc.org\)](#) <https://www.victimsupport.org.uk/children-and-young-people/>
MDDC, Flood Guide A5 booklet or online [Flood Guide - MIDDEVON.GOV.UK](#) for communities at risk of flooding
MDDC Press Release, Let's Talk Mid Devon 2023 – The Results, <https://www.middevon.gov.uk/let-s-talk-mid-devon-2023-the-results/>
MDDC Press Release, New café opening 1/5/24 at Mid Devon Leisure, CREDITON.
MDDC Press Release, changing places toilet installed at Exe Valley Leisure Centre.
MDDC Press Release, Willand Neighbourhood Plan, have your say, deadline 24 April 2024.
MDDC Press Release, MDDC successfully defends dwelling disrepair case.
Devon Communities Together, LOVE Devon, How to get involved with The Big Lunch, 1-2 June.
Devon Communities Together, Devon Community Learning, exclusive courses with Citizens Advice Devon.
Devon and Cornwall Alert, money seized from criminal activity used to fund new coats for Under 8s football team.
Devon and Cornwall Alert, Police launch state-of-the-art motorcycle safety simulator to drive down deaths and serious injuries.
Devon and Cornwall Alert, Insights survey 2024.
Devon and Cornwall Alert, £6.7 million lost to Ticket Fraud in 2023, info.
Devon and Cornwall Alert, Important Security Update from Neighbourhood Alert, info.
Devon and Cornwall Alert, Tiverton burglary 5/3/24, sentimental items stolen.
Devon and Cornwall Alert, Reported frauds – sale of items via facebook scams.
Devon and Cornwall Alert, Spring newsletter for CREDITON [Spring edition - Crediton.pdf](#)
Devon and Cornwall Alert, Impersonation scams/courier fraud, info.
Devon and Cornwall Alert, new police app launches in Devon & Cornwall.
Publications: DALC E-bulletin, Healthwatch Devon E-bulletin, NALC newsletter, NALC chief executive bulletin, NALC Events, One Devon Bulletin April 2024 and DCC news round-up Connectme.

19. Finance

Bank balances brought forward: Deposit a/c £8,023.74, Current a/c £24,738.54
MDDC 50% of Precept for 2024-25 (of £12,000 less DALC subscription) credited to current a/c £5,576.00
ACCOUNTS APPROVED FOR PAYMENT
GDM Cleaning (bus shelter glass clean 26/4/24) £8.00
DALC (annual subscription 2024/25 VAT error) £63.86
MBE (replace Village Field light head unit to LED) £480.00
EDF Energy (electricity for DAAT community landing light) £0.00 (account in credit)

20. Any Other Business

None

21. Date of Next Meeting

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

This completed the business and the Vice Chairman declared the meeting closed at 8:47pm