

MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 12 JUNE 2024 AT 7:30PM
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

Present: Mrs L A Hamilton, in the Chair,
Messrs R A Cook, P P W Edworthy, R P Edworthy, T J Hamilton, S A Pengelly and
V Steer.
MDDC rep. Cllr Mrs Letch.
DCC rep. Cllr Letch.
Members of the Public: None.
Clerk: Miss B D Ware.

Apologies: Messrs C D Nicks and T J Vanstone and MDDC rep. Cllr White.

In the absence of both the Chairman and the Vice Chairman, the Clerk invited Members to nominate one of their number to chair the meeting. Mrs Hamilton was duly nominated and she took the chair.

1. **Public Open Forum.**

No members of the public present, no matters raised.

2. **Minutes.**

The minutes of the meeting held on 8 May 2024, having been circulated in advance, were confirmed as a complete and accurate record and were signed.

3. **Matters Arising:-**

(i) Lychgate structure, entrance to Iter Park. Cllr Letch had pursued the matter with Ms Meg Booth, DCC Director of Climate Change, Environment and Transport. Cllr Letch advised that his email had been received and read with response awaited.

4. **Planning**

APPLICATIONS

Nil

MDDC DECISIONS

APPROVALS

[24/00310/HOUSE](#)

Proposal: Retention of replacement windows and back doors

Location: Kenaden House Bow Crediton

Site Vicinity Grid Ref: 272207 / 101748

CHANGE OF USE APPROVAL OF PRIOR APPROVAL

[24/00522/PNCOU](#)

Proposal: Prior Notification for the change of use from Commercial, Business and Service (Use Class E) to a dwelling under Class MA

Location: Building at NGR 273316 100828 (Nymet Cottage) Bow Devon

Site Vicinity Grid Ref: 273316 / 100828

[24/00310/HOUSE](#)

Proposal: Erection of veranda at rear elevation

Location: 14 Iter Park Bow Crediton

Site Vicinity Grid Ref: 272613 / 101591

WITHDRAWN

[24/00529/FULL](#)

Proposal: Conversion of workshop to dwelling and erection of single storey extension

Location: Land and Buildings at NGR 270259 99591 Coxmoor Bow Crediton

Site Vicinity Grid Ref: 270207 / 99652

PROPOSED AND GRANTED NON-MATERIAL AMENDMENT

[24/00646/NMA](#)

Proposal: Non-Material Amendment for 20/01647/FULL to allow substitution of plans relating to enlargement of en suite and change of pitched roof to flat roof.

Location: The Pennines, Station Road, Bow, Crediton

Site Vicinity Grid Ref:

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

Cllr Letch's report for May 2024 had been electronically circulated to Members, email dated 31 May 2024. NHS. The R D & E had undertaken a major review of it's A & E resources, which should improve times for those attending, but shouldn't be used by those with simple health issues with access to 111 services, a GP surgery or pharmacist. A plan to set up a children's A & E Dept at the hospital existed. R D & E had been part of a successful pilot, using a blood test to detect early signs of lung cancer which, subsequently, had been emulated across Devon. Tiverton hospital would soon acquire an endoscopy suite, an important service for Mid Devon patients.

Children's scrutiny committee meeting. Topics discussed included SEND overspend, fewer agency staff meant a cost reduction and the 14 authorities across the south-west joined in reducing pay offered to agency workers (trade unions on board). The number of children in the county's care had reduced, representing 66 per 100k). Foster carer recruitment. DCC was carrying out a recruitment drive, enabling children to be nearer to home. However, DCC still had some unregistered, therefore unlawful, accommodation placements but was working towards reducing that.

County Council meeting. At the May meeting, the start of the new civic year, a new leader, deputy leader and chairman were elected. Cllr Letch had been elected as the Chairman of the Corporate Infrastructure and Regulatory Services (CIRS) scrutiny committee, which oversaw everything except children's services, health and adult care. An initial spotlight preview of potholes was underway. Other matters included the budget and Cllr Letch hoped to include communication and Air Band given connectivity patchiness in some rural areas.

In addition to the written report, Cllr Letch advised that he was no longer a member of the Children's scrutiny committee but had seen a recent OFSTED report, commenting that the case load was diminishing. Cllr Letch had become a member of the Corporate Infrastructure and Regulatory Services (CIRS) scrutiny committee, he said the committee would be looking at buses which could take a wheelchair, would also look at setting up a programme dealing with potholes and would also look at flooding infrastructure.

6. **MDDC (Upper Yeo & Taw Ward) Monthly Report.**

Cllr Mrs Letch's report for May 2024 had been electronically circulated to Members, email dated 30 May 2024. Funding. MDDC had launched a scheme aimed at supporting small and medium-size enterprises, within the District, to implement plans for carbon footprint reduction (scheme offered capital grants £500 to £5,000, up to 50% of project cost).

Household Support Fund. Running from 1/5/24 to 30/9/2024, the scheme awarded vouchers for food and energy, application link: <https://www.middevon.gov.uk/do-it-online/benefits/household-support-fund/>

MDDC Leisure Centres. A new service, Health Seekers, had been introduced; designed for those not keen to visit the gym but wished to be fit. For more detail <http://middevonleisure.com/health-seekers/>

In addition to the written report, Cllr Mrs Letch advised that she had attended a meeting that day reference a new project, Habitat Bank, (recent legislation constrained developers to commit 10% of sites for biodiversity) designed to mitigate negative impacts of development. Members briefly discussed: land owners/managers would link with developers, a 30 year agreement would be created to ensure biodiversity obligations maintained.

7. **Annual Audit 2023/2024**

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 it's 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 (he had commented on a very minor (91p) vat query arising from a faulty ink cartridge which had been returned and replaced with a different value cartridge – paperwork existed substantiating vat reclaim). The AGAR Annual Internal Audit Report had been completed and signed. Proposed by Mr Steer, seconded by Mr Pengelly, it was agreed to gift Mr Weeks H.T.A. garden vouchers to the value of £50.00 in recognition of, and thanks for, his good work.

8. **Annual Audit 2023/24, AGAR Form 2, Section 1 Annual Governance Statement.**

A blank copy of AGAR Form 2 Section 1 had been electronically circulated to Members in advance of the meeting. Members considered the listed statements, agreeing them accordingly. The Annual Governance Statement was duly completed, signed by the Chairman and the Clerk (deadline for approval 30 June 2024). It would be published on Parish Council's website (deadline 30 September 2024).

9. **Annual Audit 2023/24, AGAR Form 2, Section 2 Accounting Statements.**

The completed copy of AGAR Form 2 Section 2 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 2024). It would be published on the website (deadline 30 September 2024). 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 associated documentation 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 (anticipated dates Monday 17 June 2024 to Friday 26 July 2024).

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

Speeding A3072 western approach to village. No information received, if DCC had planned any work it would be unlikely for some time.

Community Speed Watch (A3072 western approach to village, eastbound traffic). Data had been received from Bow CSW group for the period 2/5/24-2/6/24, nine sessions had been held during that period. A new maximum speed had been recorded in the 30mph of 52mph and a new maximum speed had been recorded in the 40mph of 67mph.

Vehicle Activated Speed Sign (VAS). Parish Council's application for DCC approval had been submitted (via Cllr Letch) on 9/5/24. It had been accepted, the next step would be for DCC Highways officer, Mr Tucker, to meet Parish Council on site to confirm exact locations for the device. Mr Tucker, having spoken to Highways traffic team, said that the VAS unit could not remain in one place longer than four weeks at a time, prompting a Parish Councillor to enquire whether a permanently sited VAS might be preferable. The Clerk to arrange a site meeting.

DCC [RoadMap](#), Devon highways updates. Highway trees and vegetation edition, Spring 2024.

Potholes. Mr Steer raised the vexatious issue of potholes, the ongoing problem for road users frequently posed a hazard, gave rise to numerous complaints and risked significant damage to vehicles, etc. He felt that DCC's whole approach to potholes needed review. How DCC dealt with repairs; just one in a series of potholes being repaired 'because it was the only one which met specific criteria' or 'the only one on the worksheet' was uneconomic in terms of equipment and workforce which needed to return within weeks to repair remaining potholes in the series. In wet weather, pothole repairs were short-lived as newly repaired, and other, potholes washed out. Some local areas, incl. Bow Mill Lane, required patching work as large sections of the road's top surface, having badly eroded, had disappeared. Members discussed; DCC's policy, pothole criteria for fixing, the whole process incl. contractors/workforce needed to be more efficient, effective, speedier and cost-effective. The existing system failed to serve either road users or council tax payers well. It was unclear whether central government pothole funding was exclusively used for pothole repairs. References alluding to better road conditions in other areas of the country, eg Cornwall, Wales, might have benefited from EU funding. A submission, conveying Parish Council's view, would be submitted to DCC via Cllr Letch.

11. **Monitoring of Services**

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

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

12. **Correspondence**

Cllr Andrea Davis, Chairman, Peninsula Transport, Western Gateway and Peninsula Transport STBs publish [Electric Vehicle Charging Study](#), info.

MDDC, thanks to town/parish council reps who toured waste & recycling depot, performance on side waste and improving recycling.

MDDC, drop-in surgeries for waste and recycling queries, 19/6/24 & 26/6/24 at Carlu depot, Willand, for District and town/parish representatives (20 minute appointments to be booked).

MDDC Press Release, Newcombe's Meadow and Westexe Park paddling pools will be opening again 25/5/24.

MDDC Press Release, New Green Enterprise Scheme launches in Mid Devon.

MDDC Press Release, Mid Devon Leisure launches 'Health Seekers' on 1/5/24, info.
MDDC Press Release, Mid Devon encourages councils to work together at annual debate.
MDDC Press Release, Council takes action against fly-tipping in Mid Devon.
MDDC Press Release, funding secured for Tiverton Work Hub, info.
DALC, councillor survey, support for new councillors who are encouraged to participate in anonymous [survey](#)
Devon and Cornwall Alert, WhatsApp group chats targeted by fraudsters.
Devon and Cornwall Alert, My priorities for a new term of office.
Devon and Cornwall Alert, Operation Vortex sees Police target dangerous driving in Devon and Cornwall.
Publications: DALC E-bulletin, Healthwatch Devon E-bulletin, NALC newsletter, NALC chief executive bulletin, NALC Events, [One Devon](#) Bulletin May 2024, MDDC's Mid Devon Matters (Spring 2024), Devon Climate Emergency newsletter May 2024, Devon and Cornwall Alert [OUR NEWS](#) (May & June editions) and DCC news round-up Connectme.

13. **Finance.**

Bank balances brought forward: Deposit a/c £8,023.74, Current a/c £24,186.68
VAT reclaim for year 2023-24 £66.50 credited to current a/c on 03/05/2024
ACCOUNTS AUTHORISED FOR PAYMENT
Community First (insurance ren'l premium due 01/06/2024) £200.66
First Response (First Aid) Ltd (Automatic External Defibrillator, Village Hall, new battery) £358.80
EDF Energy (electricity for DAAT community landing light) £0.00 (account in credit)

14. **Any Other Business.**

(i) Rats sighted in village. Mrs Hamilton had been made aware of rat sightings, between Fair Park entrance and the west end of the village, concern was expressed that vermin should not reach Bow Village Field given it's use by children, leptospirosis was also a potential concern. After discussion including rat attractants (animal/poultry dry food, insecure blue food waste caddies, etc), an article would be posted on Facebook site Bow Community Hub.
(ii) Grass verge cutting. Recently cut grass verges around Burston Cross was queried as to which contractor had carried out the work. Some work might have been carried out privately.
(iii) Unauthorised residential mobile home, field east of Burston Caravan Sales. Reportedly, people appeared to have moved in and given the property a name 'The Shire'. MDDC Planning Enforcement had a backlog of cases to investigate and was employing more staff to address the backlog. Mr Pengelly would supply further photographic evidence for Cllr Mrs Letch to pursue it with MDDC.

15. **Date of Next Meeting.**

Wednesday 10 July 2024 at 7:30pm at the Community Room of Bow Village Hall.

This completed the business and the meeting was closed at 8:50pm