

MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 13 MAY 2026 AT 7:30PM
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

Present: Mr S A Pengelly in the Chair,
Messrs R A Cook, P P W Edworthy, R P Edworthy, T J Hamilton and C D Nicks.
DCC rep. Cllr J Cairney.
Members of the Public: None.
Clerk: Miss B D Ware.

Apologies: Messrs D Pocock and V Steer.

1. **To Elect Chairman.**

The Clerk called for nominations. Mr Pengelly was proposed by Mr Nicks and seconded by Mr Cook. Mr Pengelly was willing to stand. Without any other nominations forthcoming and all being agreed, Mr Pengelly was declared elected. The Declaration of Acceptance was completed and signed.

2. **To Elect Vice Chairman.**

Nominations for the post of Vice Chairman were invited. Mr Nicks was nominated by Mr R P Edworthy and seconded by Mr Cook. Mr Nicks was willing to stand. Without any other nominations forthcoming and all being agreed, Mr Nicks was declared elected.

3. **Public Open Forum.**

No members of the public present; no matters raised.

4. **Minutes.**

The minutes of the meeting held after the Annual Assembly on 15 April 2026, having been circulated in advance, were taken as read, confirmed as a complete and accurate record and were signed by the Chairman, Mr Pengelly.

5. **Matters Arising:-**

Nil

6. **Planning**

APPLICATION

[26/00524/LBC](#)

Proposal: Listed Building Consent for removal of cobbles, installation of a French drain and reinstatement of existing cobbles.

Location: Paddocks Cottage, Bow, Crediton

Site Vicinity Grid Ref: 273352 / 100832

Information had been conveyed electronically to Bow Parish Councillors, emails dated 14 & 15 April 2026 referred. Parish Council approved the application.

MDDC DECISION

Nil

7. **Parish Council Meetings for Forthcoming Council Year (Frequency, Days, Dates and Venue).**

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 10 June, 8 July, 9 September, 14 October, 11 November, 13 January, 10 February, 10 March and 14 April. Venue to be booked accordingly.

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

Cllr Cairney referred to Water Lane, Bow, commenting that road markings were fading and if double yellow lines were installed replacing the parking bay, it would not be enforced. Parish Council was not content with the situation, Members felt it to be a safety issue. Local Government Reorganisation – no decisions had been reached, however, the Leader of Exeter City Council had suggested their proposal (four unitary authorities) might succeed.

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

A monthly report had not been received.

10. Annual Audit, Annual Governance and Accountability Return (AGAR) 2025-2026 Form 2.

The completed Certificate of Exemption had been signed and submitted to PKF Littlejohn LLP on 18 April 2026 (deadline 30 June 2026), it had also been published on Parish Council's website. Mr Weeks would 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 completion was in hand with the Clerk/RFO. The Explanation of Variances was also in hand with 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.

11. V.A.T. For Year 2025-2026.

A sum of £509.84 had been reclaimed online, by the Clerk. HMR&C refund awaited.

12. Bow Village Centre Association.

The Clerk had made preliminary enquiries of Devon Association of Local Councils who had sought advice from National Association of Local Councils on whether a parish council could be a trustee of a subject not within its parish boundary. NALC suggested not but recommended perusal of the governing document etc and enquiring of the Charity Commission. The Charity Commission advised the Clerk that the governing document would convey required information also confirming that it is the responsibility of the current trustee to make new arrangements. The Village Centre had been requested and would provide a copy of the governing document with a copy of the lease reference Burston Meadow recreation field. Given lack of clarity on various aspects, including whether Parish Council being requested to consider becoming the management trustee or the sole trustee, which other organisations formed part of Bow Village Centre Association, etc, the three members of BVC Association would be invited to attend the next Parish Council meeting. Bow Village Centre would be strongly advised to seek Charity Commission advice on the whole process.

13. Mid Devon District Council Transfer of Assets.

With Local Government Reorganisation on the horizon in Devon, Mid Devon District Council had emailed town and parish councils regarding the possible transfer of local community assets to protect the local benefits derived from them and had produced a Community Asset Transfer (CAT) Policy which would provide a framework for transferring appropriate Council owned assets to community organisations. MDDC's focus was on parks, play areas, open spaces or surplus land, each asset would be considered on a case-by-case basis. MDDC was not considering the transfer of operational, commercial or strategic land or properties. Ensuring that any such transfers were completed ahead of the Shadow Authority being created, a window of opportunity had been created for organisations to submit an expression of interest on specific assets which could potentially be transferred. The scheme would close on 30 June 2026. An application needed to be submitted for each asset – as well as identifying the asset, organisations needed to provide supporting information including reasons for the transfer, aims for the asset, evidence of resilience in the organisation and the expertise and track record of maintaining/developing such assets. MDDC would assess applications, with those supported MDDC would issue initial Heads of Terms for the basis of the transfer. Once any transfers were agreed, MDDC would work with the organisations to deliver efficient transfer of the asset.

The Clerk had conveyed MDDC information to Members, email dated 25 April 2026. MDDC's Committee Report Template stated that signing the undertaking (page 12) confirmed that the organisation had read the Community Asset Transfer Policy and process, and understood the information contained in those documents.

Parish Council discussed Bow play areas, being Iter Park, St Martins Close and Lilian Close (village field play area had already been passed back to Bow Village Hall and Bow Village Field Management Committee as the land owners when MDDC's lease expired). Although MDDC had indicated that St Martins Close and Lilian Close play areas were on MDDC's list for managed decline, Parish Council did wish that applications be submitted for all three play areas. Parish Council was interested in accepting the freehold (not lease) transfer of the assets in question. The Clerk would prepare three applications for Parish Council comment/approval.

14. D.C.C. Highways Matters.

Parish Road Warden Scheme. Articles inviting volunteers, published in the May-June issue of Bow and Arrow, had not yet yielded any volunteers. On receipt of the signed DCC/Parish Council Road Warden Agreement, DCC had issued login detail for Highway Safety Awareness training to Mr Cook (coupled with Chapter 8 training he could carry out vehicle activated speed sign duties).

Vehicle Activated Speed Sign (VAS). Westcotec had issued a formal quotation for the 20-30-40 device, plus portable solar kit, Bluetooth data, brackets and padlocks, total £5,215.20 (incl. vat), which Parish Council accepted. Per Cllr Cairney's recommendation, Parish Council would apply for a DCC Locality Budget grant of £500.00.

Water Lane Parking Bay. DCC had been notified of Parish Council's wish for removal of the parking bay, replacing it with double yellow lines. Cllr Cairney said the DYL would be unlikely to be patrolled by enforcement officers.

Other Highway matters. Bow Mill Lane – DCC had not yet set a date for patching work. A3072 yellow & white line repainting – DCC advised that scheduled surface work was planned for 2027/28 after which lines would be repainted.

15. **Monitoring of Services**

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

16. **Correspondence**

MDDC, unpaid carers discounts now permanent offerings at Active Mid Devon.
MDDC, Mid Devon launches a refreshed Visit Mid Devon website, info.
MDDC, Mid Devon's garden waste collection service, brown bin subscription info.
MDDC, Mid Devon Business & Economy Newsletter, April 2026.
MDDC, Press Release, MDDC announces the launch of two new schemes to help residents who are struggling with the cost of living - the Crisis and Resilience Fund (CRF) and the Oil Support Scheme.
MDDC, Press Release, Mid Devon landlord networking event 2026, Cullompton 13 May 2026.
MDDC, Press Release, free health and wellbeing drop-in sessions at libraries, Crediton 8 May, Cullompton 14 May.
MDDC, Press Release, Local firms encouraged to attend council's free Business Rates drop-in event Tiverton 20/4/26
MDDC, Press Release, Mid Devon achieves new record waste and recycling performance.
DAAT, Bow community landing site, annual re survey visit, 13 May 2026.
Devon and Cornwall Alert, staff at Plymouth bank uncover investment fraud worth £500,000+, info.
Devon and Cornwall Alert, Stay alert: romance fraud cost UK victims £102m last year.
Devon and Cornwall Alert, Office of the Police and Crime Commissioner 'Hotspot' policing contributes to decline in Anti-Social Behaviour and serious violence across Devon and Cornwall.
Devon and Cornwall Alert, Office of the Police and Crime Commissioner, easily accessible support available for victims of crime.
Devon and Cornwall Alert, Office of the Police and Crime Commissioner, sentencing changes should focus on best interests of victims, witnesses and preventing reoffending.
Devon and Cornwall Alert, Scammers - widespread scam tricking people into installing fake security apps.
Devon and Cornwall Alert, Rural Affairs - theft of farm machinery, agricultural vehicles/plant/tools, warning.
Devon and Cornwall Alert, Police celebrate bravery, dedication and professionalism of frontline response officers.
Devon and Cornwall Alert, are you running an unsupported operating system? A guide on the risks.
Devon and Cornwall Alert, Office of the Police and Crime Commissioner, tragic outcome of people carrying a knife.
Devon and Cornwall Alert, Office of the Police and Crime Commissioner, life-changing power of restorative justice.
Devon and Cornwall Alert, Interested in volunteering? Visit the Exeter Volunteer Fair 23 April 2026.
Devon and Cornwall Alert, alert from city of London police, criminals stole £879m through investment fraud in 2025.
Devon and Cornwall Alert, opportunity to speak with officers, Crediton Police Station 22 April 10:00am-11:00am
Devon and Cornwall Alert, Neighbourhood Watch OUR NEWS ([April](#)) and OUR NEWS ([May](#)).
DCC, Devon Climate Emergency, [April](#) and [May](#) newsletters.
Devon Communities Together, interactive 2-day Asset Based Community Development (ABCD) training, 24 & 25 June
Devon Communities Together, Training courses from Devon Community Learning.
Devon Communities Together, Community Survey: Fuel and Energy Crisis in Devon.
Devon Communities Together, Community events and new grants scheme from Connecting People and Landscapes
Green Futures Devon co-ordinator, weed management survey of local councils.
Publications: Clerks & Councils Direct, DALC E-bulletin, DALC training and events bulletin, NALC newsletter, NALC chief executive bulletin, NALC Events newsletter, Healthwatch Devon, Plymouth & Torbay email bulletin, RDUH One Devon (April) bulletin and DCC news round-up Connectme.

17. **Finance.**

Bank balances brought forward: Deposit a/c £8,189.14, Current a/c £33,916.62

MDDC 50% of Precept for 2026-27 (£7,000 less DALC subscription) £6,481.37 credited to current a/c 15.04.26

ACCOUNT AUTHORISED FOR PAYMENT

Community First Insurance (ren'l premium due 1 June) £224.20

EDF Energy (electricity for DAAT landing light Bow village field) £23.39

18. **Any Other Business.**

(i) Cheque signatories were still encountering difficulties with the bank in making BACS payments.

19. **Date of Next Meeting.**

Wednesday 10 June 2026 at 7:30pm at the Community Room of Bow Village Hall.

This completed the business and the Chairman declared the meeting closed at 8:55pm.