

MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 13 JUNE 2018 AT 7.30P.M.  
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

**Present:** Mr C D Nicks in the Chair,  
Messrs R P Edworthy, C R McAllister and M C Williams.  
Cllr Squire.  
Ms J Alexander, Devon-Rural Housing Enabler (part only).  
Mr D Tucker, proprietor Bow Garden & Aquatic Centre (part only).  
Members of the Public: Nil.  
Clerk: Miss B D Ware.

**Apologies:** Mesdames L A Hamilton & D M Pritchett-Farrell and Messrs V Steer, T J Vanstone & R J Yelland. Cllr Way.

**PARISH COUNCIL**

1. **Public Open Forum.** Mr Tucker, proprietor of Bow Garden & Aquatic Centre, addressing Parish Council was amenable to the suggestion of providing a Post Office facility but needed to assess the pros and cons. He said that he was agreeable in principle but needed more information and needed to know that the community was supportive. (It was accepted that a Post Office facility at the Co-op shop would be preferable but the Co-op was unwilling.) To register an interest with Post Office Ltd and establish all necessary information would take several months. In considering an application Post Office Ltd would assess what other Post Offices were in the area, as well as needing to know that the community, in general, was supportive. If Post Office Ltd accepted the garden centre it would take 7-12 months. Mr Tucker believed it was feasible and Parish Council confirmed it's support (gauging community support would be necessary later in the process) – Parish Council was acutely aware of the lack of reliability of the outreach mobile service which had proved most disappointing, with many complaints received. Mr Tucker would register his interest and do a business plan. Thanked for attending, Mr Tucker took his leave of the meeting.
2. **Minutes.** The minutes of the meeting held on 16 May 2018, 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) Community helipad. The grant, via D.A.A.T., of £212.00 (A Bowden Electrical work) had been received and credited to Parish Council bank account. The electrical cabinet key, for turning the light on for regular testing, had been passed by A Bowden Electrical to Mr Steer (for Mr Yelland) – Mr Nicks would check, ensuring key passed to Mr Yelland. A request had been received from the Heart of Devon Committee to use the light for the HoD festival on 16 June which Members agreed with Mr McAllister having responsibility for turning the light on and off at the event.
  - (ii) Defibrillator, situate Village Hall. Installation of guard frame remained in hand. The Clerk had received reports of possible faults – on occasions the alarm did not sound when cabinet opened for routine checking and on other occasions the strobe light failed to work, each fault lasted only for a day or so. Advice from Cardiac Science was being sought.
  - (iii) Annual audit. The A.G.A.R. Part 3, with supplementary documentation, had been submitted electronically to the external auditor, PKF Littlejohn LLB, ahead of the deadline on 11 June 2018.
  - (iv) Bow's K6 telephone kiosk, A.E.D. via Community Heartbeat Trust. Red paint (2½l gloss & 2½l undercoat) was being sourced, it would need to be collected. AED cabinet etc was with Alex Bowden for electrical installation work.
  - (v) Vat for year 2017/18 refund. The refund claimed of £5,722.23 from HMR&C had been received and credited to Parish Council bank account.
4. **Planning**  
APPLICATIONS  
[18/00759/HOUSE](#)  
*Proposal:* Erection of side and rear extensions; extension to workshop and stables to form workshop and additional ancillary accommodation  
*Location:* The Pennines, Station Road, Bow, Crediton, Devon EX17 6HX  
*Site Vicinity Grid Ref:* 272201 / 101251  
Information had been conveyed electronically to Bow Parish Councillors on 18/05/2018. Parish Council approved the application subject to it not conflicting with any unimplemented existing consents (16/00544/OUT granted outline consent for the erection of a dwelling and garage at The Pennines in 2016).

[18/00766/FULL](#)

*Proposal:* Erection of replacement dwelling

*Location:* The Haven, Bow, CREDITON, Devon EX17 6HZ

*Site Vicinity Grid Ref:* 271784 / 100414

Information had been conveyed electronically to Bow Parish Councillors on 22/05/2018. Mr Edworthy declared both personal and DPI interests and left the meeting. Parish Council approved the application subject to the proposed vehicular access being approved by DCC Highways and noting that part of the proposed vehicular access extended across land/verge which was believed not to be in the Applicant's ownership.

M.D.D.C. DECISIONS

APPROVALS

[17/01629/HOUSE](#)

*Proposal:* Installation of a domestic oil tank and flue

*Location:* Kings Arms Bow CREDITON

*Site Vicinity Grid Ref:* 272245 / 101744

[17/01631/LBC](#)

*Proposal:* Listed Building Consent for the installation of oil central heating to include installation of flue and oil tank in garden; formation of w.c. and shower room; removal of lean-to and internal alterations

*Location:* Kings Arms Bow CREDITON Devon

*Site Vicinity Grid Ref:* 272245 / 101744

[17/01631/LBC](#)

*Proposal:* Listed Building Consent to replace wheat reed with water reed on rear roof, replace non-opening roof window with rooflight and replace rear extension roof with slate and replace flat felt roof with corrugated tin and repair guttering.

*Location:* 1 Hildons Bow CREDITON Devon

*Site Vicinity Grid Ref:* 271974 / 101811

[18/00541/HOUSE](#)

*Proposal:* Alterations to roof to include increase in height and erection of conservatory.

*Location:* Longridge Bow Mill Lane Bow CREDITON Devon EX17 6JE

*Site Vicinity Grid Ref:* 271832 / 101656

[18/00630/LBC](#)

*Proposal:* Variation of Condition 2 of Listed Building Consent 17/01914/LBC to allow the substitution of approved drawings with alternative plans and elevation with an additional roof light on rear elevation.

*Location:* West Halse, Bow, CREDITON, Devon EX17 6JP

*Site Vicinity Grid Ref:* 273051 / 101553

REFUSAL

[18/00570/OUT](#)

*Proposal:* Outline for the erection of a single storey dwelling

*Location:* Preston House, Bow, CREDITON, Devon EX17 6EZ

*Site Vicinity Grid Ref:* 272187 / 101754

WITHDRAWN

[18/00554/FULL](#)

*Proposal:* Erection of a site office

*Location:* Land and Buildings at NGR 272340 101251 (Langford Plant Hire) Station Rd, Bow, CREDITON EX17 6JP

*Site Vicinity Grid Ref:* 272340 / 101251

[18/0055/ADVERT](#)

*Proposal:* Advertisement consent to display two non-illuminated fascia signs.

*Location:* Land and Buildings at NGR 272340 101251 (Langford Plant Hire) Station Road, Bow, CREDITON EX17 6JP

*Site Vicinity Grid Ref:* 272340 / 101251

Reference Planning application [18/00762/FULL](#) Erection of agricultural livestock building, Land at NGR 273620 98309 (adj. Walson Wood Farm) Bow, Crediton, Devon EX17 5AA, Parish Council had become aware of the level and nature of local opposition; several letters of objection citing various concerns from nearby residents had been submitted to MDDC. Parish Council would write to MDDC to advise that having become aware of the degree of local concern that if MDDC was minded to grant consent that Parish Council would urge MDDC to consider the imposition of appropriate Conditions to mitigate any possible negative impacts arising from the new development.

5. **Devon Rural Housing Partnership, Affordable Housing in Bow.** Rural Housing Enabler Ms Alexander was introduced and welcomed. Addressing Parish Council, explaining that Devon Rural Housing Partnership was a partnership of rural Authorities (MDDC being a partner) which only worked with parish councils (not other organisations) to help provide affordable housing for local people in rural areas, she said on meeting with MDDC to identify parishes with the highest level of need, it had been found that Bow had the second highest number of households indicating need of affordable housing in Mid Devon, registered on Devon Home Choice. Ms Alexander explained the qualifying criteria of being on the Housing Needs register, requiring a local connection, etc. She said that only a few affordable properties became available to buy/rent in Bow. In connection with the six Affordable Homes built in Bow in 2015, Bow had had a Housing Needs survey in 2004 which, having become out of date, had been refreshed in 2013. If proceeding, a paper survey comprising three parts/sections, would need to be delivered to all Bow properties. Ms Alexander went on to say that Government had allocated £300m (£5m to Devon) for Community Led Housing. Sites would need to be 'exception sites' (outside but adjacent to the settlement boundary limit), which might include a few open market housing. A Community Land Trust (which should include a few Parish Councillors) could be set up, with a Steering Group formed, which would engage with a housing association that would get the necessary funding. Currently, Hemyock, Cheriton Bishop, Chawleigh and Sampford Peverell all had ongoing projects. Ms Alexander invited questions and brief discussion ensued, including comments around the Affordable Housing built in Bow in 2015 which had not been developed as Parish Council had initially been led to expect, e.g. all had been only rental when the original intention had been that a proportion of the dwellings would be shared-ownership. Whether shared-ownership properties incorporated in a new scheme would be within the control of the community led group. Ms Alexander recommended conducting a full survey, which required Parish Council's hand delivery (postal costs too expensive), she would supply the Clerk with copy templates for survey (incl. Data Protection Act 2018) and covering letter. She suggested the survey could be issued September/October. Without any other questions or comments forthcoming Ms Alexander was thanked for the presentation and she took her leave of the meeting.
6. **General Data Protection Regulation/Data Protection Act 2018.** M.D.D.C. had held a briefing session, on 30 May 2018 at Tiverton, the Clerk had attended. A copy of the briefing slides had been sent to Members electronically. Legislation had only been finalised immediately before 25 May and was now named D.P.A. 18 (which incorporated G.D.P.R.). Parish councils needed (one/two) Privacy Notices – General (for public) and another for staff, employees and role holders (templates in NALC Toolkit), for adoption. The Data Controller was the Parish Council (with the Clerk as the representative), a Data Protection Officer was not required (Government very recently reached that decision). M.D.D.C. had reminded town/parish councils that websites (linked to M.D.D.C. website) were the responsibility of town/parish councils, not M.D.D.C. Register of Interests (shortly to become electronic) needed a Privacy Notice which M.D.D.C. would add for new members and for elections in 2019 (electioneering is marketing). Parishes, as data controllers, were registering with the Information Commissioner's Office (annual fee from £40) – an online self-assessment test (incl. questions on operating CCTV, etc) on the need to register was on ICO website. Consent forms, draft produced for Members' approval, were needed, e.g. for anyone receiving their own copy of the minutes.
7. **D. C.C. Highways Matters.**  
*Proposed extension of 30m.p.h. limit, A3072 west of village.* Cllr Way had emailed advising that the Neighbourhood Team Highways Officer would complete speed checks at Burston (checks in the centre of the village had been carried out because a resident's complaint received) but DCC was experiencing technical problems with equipment, hence delay. Parish Council awaited speed checks, conducted at the western approach, to enable that data to be submitted to a SCARF meeting. However, Cllr Way had already stated that extending the 30m.p.h. zone did not meet DCC criteria/did not fit DCC current policy. If extending 30m.p.h not achievable, Parish Council could remind DCC of the need for painted 30 & 40 roundels in the carriageway. Emails to Mr Tucker requesting information reference the parish which had purchased a radar speed sign, still awaited a response. Purchasing a radar speed sign (mains/solar/battery & fixed/portable) could be investigated, liaison with DCC would be necessary.

8. **Monitoring of Services**

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

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

9. **Correspondence.**

M.D.D.C. Local Plan Review, preliminary hearings venue and dates 20 & 21 September agreed.

M.D.D.C. Gambling Act consultation on fourth review of Statement of Principles 11/6/18-10/8/18.

R.E.S. Den Brook wind farm operational update (end May to end Oct extended periods of non operation).

D.C.C. consultation (5/6/18-28/7/18) on ways to improve library services to rural and isolated areas.

M.D.D.C. new Parish Liaison Officer appointed.

M.D.D.C. Parish Matters (June issue). Forwarded to Members.

M.D.D.C. Economy Policy Development Group, 17/05/2018, agenda.

M.D.D.C. Scrutiny Committee, 21/05/2018, agenda.

M.D.D.C. Homes Policy Development Group, 22/05/2018, agenda.

M.D.D.C. Cabinet meeting, 23/05/2018, agenda.

M.D.D.C. Audit Committee, 29/05/2018, agenda.

M.D.D.C. Community Policy Development Group, 29/05/2018, agenda.

M.D.D.C. Standards Committee, 06/06/2018, agenda.

M.D.D.C. Planning Committee, 13/06/2018, agenda.

M.D.D.C. Cabinet meeting, 14/06/2018, agenda.

D.C.C. press release, Multi-million pound infrastructure plans could see Cullompton relief road come to fruition.

M.D.D.C. press release, Local business (Hitchcocks Business Park, Willand) wins regional award.

M.D.D.C. press release, Setback for Cullompton's Heritage Lottery Fund bid.

M.D.D.C. Fly a Flag for our Armed Forces, Armed Forces Day 30/06/2018.

Devon Communities Together, Impact Report.

seafarers UK, publicising flying the Red Ensign on Merchant Navy Day, 03/09/2018.

D.A.L.C. newsletter, external audit and transparency code info., training course (Chairmanship and Making Good Decisions) info, NALC News, Legal (GDPR Toolkit), Consultations (Councillor Census Survey), etc.

D.A.L.C. newsletter, upcoming training, N.A.L.C. News (Annual Conference 2018, dementia-friendly communities and Neighbourhood Planning grants), Legal (Data Protection Act 2018 & G.D.P.R.), etc.

*Publications:* Nil

10. **Finance.**

Bank balances brought forward: Deposit a/c £7,894.63, Current a/c £19,728.70

Interest of £28.98 credited to deposit a/c in May

Grant via D.A.A.T. of £212.00 credited to current a/c

Vat 2017/18 refund £5,722.23 credited to current a/c

ACCOUNTS AUTHORISED FOR PAYMENT

Community First (insurance renewal due 1/6) £233.98

GDM Cleaning (bus shelter glass clean 01/06/2018) £6.00

11. **Any Other Business.**

Nil

12. **Date of Next Meeting.** Wednesday 11 July 2018 at 7.30p.m. at the Community Room of Bow Village Hall.

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