

MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 10 JULY 2024 AT 7:30PM  
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

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

**Apologies:** Messrs R A Cook, P P W Edworthy and T J Hamilton and MDDC rep. Cllr White.

1. **Public Open Forum.**

No members of the public present; no matters raised.

2. **Minutes.**

The minutes of the meeting held on 12 June 2024, having been circulated in advance were taken as read, confirmed as a complete and accurate record and were signed.

3. **Matters Arising:-**

(i) Lychgate structure, entrance to Iter Park. The matter remained in hand with DCC. Neighbourhood Highway officer, Mr Tucker, conveyed apologies for not responding saying that a conversation with DCC Highway engineer, Mr Short, was needed.

4. **Planning**

APPLICATIONS

[24/00491/HOUSE](#)

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

Location: Hazeldene, Station Road, Bow Crediton

Site Vicinity Grid Ref: 272157 / 101431

Information had been conveyed electronically to Bow Parish Councillors on 20 June 2024.

MDDC DECISIONS

APPROVALS

Nil

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

Cllr Letch's report for June 2024 had been circulated to Members with email dated 25 June 2024.

Although having left the children's scrutiny committee, Cllr Letch retained his interest and had met with officers and attended a meeting. He commented on the meetings, also saying that pre-natal and early months are well catered for, further commenting that 29 Devon libraries had weighing machines and some had 0 – 5 age groups. He had also visited the assessment centre at Phoenix House, Tiverton which, staffed by County officers, had responsibility for Mid and East Devon children.

In his new role as chairman of Corporate Infrastructure and Regulatory Services Scrutiny committee he would chair the meeting which would look at changing the Highways maintenance contract, also looking at policies for motorhome owners and would be watching the budget.

Given the number of complaints about potholes, overgrown hedges and poor road surfaces, Cllr Letch investigated DCC's website which provided for 16 different categories for highways complaints; he encouraged all to report complaints online, noting the allocated reference number and if nothing had happened within, say, two weeks he offered to take up the complaint with DCC.

Concluding, he commented that the upcoming (04/07/2024) general election may mean changes at all council levels.

In addition to the Report, Cllr Letch had attended various meetings on which he reported, including involving the NHS, children (key stage 2 showed a slight improvement), Year 11 (GCSE) indicated 20% of pupils missed 20% of

lessons during the year – a welcome-back pack was being provided to Years 10 and below to encourage better attendance and lesson taking.

Motorhomes in south Devon were problematic (people were living in them).

Abandoned cars were also problematic.

Local road closures – highway patching work would commence on the A3072 between Crediton and Tiverton, the road from Crediton to Yeoford would also be closed for patching work.

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

Cllr Mrs Letch's report for June 2024 had been circulated to Members with email dated 1 July 2024.

Enforcement action had been taken in response to a fly-tipping incident on A361 (offender worked in Mid Devon).

Mid Devon Housing had purchased a property for use as temporary accommodation for people/families under homelessness threat.

Mid Devon Highways and Traffic Order Committee (HATOC) meetings. Forthcoming meetings, 08/10/2024 and 12/02/2025, to be held at Phoenix House, with all members welcome to attend. Any member of District/Town/Parish for the area, but not a member of the Committee, could speak to any agenda item with 24 hrs notice and consent of the Committee. The public may speak (questions not permitted) at a HATOC meeting but only for Traffic Order matters.

Today, Cllr Mrs Letch had received an approach from MDDC reference Bow Parish Council not having approved MDDC's Town and Parish Charter. Cllr Mrs Gwen DuChesne MBE, MDDC Cabinet Member for Parish and Community Engagement, would like to attend the next Bow Parish Council meeting, Bow Parish Councillors were very happy that Cllr Mrs DuChesne be invited to the next meeting, which Cllr Mrs Letch would arrange.

Today, also, Cllr Mrs Letch had attended a MDDC presentation reference BT and the intended Voice over Internet Protocol (VoIP) campaign whereby copper wiring would no longer exist from September. BT had asked that MDDC councillors assist anyone experiencing difficulty.

7. **Recommendation for Town/Parish Councils to have gov.uk Domain, Website Address and Email.**

National Association of Local Councils (NALC) had produced a Briefing paper earlier in the year.

The Devon Association of Local Councils (DALC) and NALC suggested that town and parish councils switch to a .gov.uk domain for their email and websites. The Practitioners' Guide (NALC's publication, representing best financial practice for councils) recommended that councils have a .gov.uk domain. It had been stated that using a .gov.uk domain for council business, email and the website is a sign of good practice, trust and professionalism, however, is wasn't a mandatory requirement. MDDC was vigilant over the websites (incl. Bow Parish Council's website) it hosted, ensuring requirements were met. Free webinars were being arranged by DALC and the Domains Helper Service (government cabinet office) – the Clerk had attended and a recording of the town/parish councillors' webinar had been provided to parish councillors on 4 July 2024. A grant of £100 towards switch costs could be available via the government, which would grant to the first 1,000 applicants. After discussion, Members were content to retain current arrangements.

8. **Electric Vehicle Charge-points, DCC Call For Sites.**

MDDC had enquired whether town/parish councils would be interested in hosting an Electric Vehicle charge-point at a car park. Some Mid Devon parishes had already contacted DCC to register their interest in hosting local Electric Vehicle chargers. DCC was being allocated £7m by the Dept for Transport's Local Electric Vehicle Infrastructure (LEVI) fund and had worked with MDDC to develop the project which would enable Devon local authorities to deliver charge-points across the county, over coming years, in parish and community car parks, local authority car parks and on-street locations. At this stage Parish Council could register it's interest without any binding commitment, DCC would then assess candidate sites and provide feedback. All information had been circulated to Members. After some discussion, Parish Council would not register an interest until it had been established whether a charging point at the Southern Co-op shop car park might be suitable.

9. **Bow Parochial Church Council Enquiry re. Planning Appln. (proposed change of use for burial ground extension).**

Bow PCC had been Willed a small plot of land adjacent to the existing graveyard, opposite St Bartholomew's church, for the purpose of facilitating an extension to the graveyard. The PCC's solicitor advised, prior to accepting the gift of land, to ensure that Planning consent for change of use from agricultural to burial ground is achievable. The Planning process was in hand with Architectural Services who was preparing drawings. Architectural Services suggested that the Planning application be in the name of Bow Parish Council (planning fee would be 50%). Parish Council was agreeable to having the Planning application in the name of Bow Parish Council.

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

*Speeding A3072 western approach to village.* At a site meeting to progress VAS acquisition DCC's intended works at Burston Cross junction had been raised with Neighbourhood Highway officer, Mr Tucker, who had been unable to recollect clearly the matter's history at that time.

*Community Speed Watch (A3072 western approach to village, eastbound traffic).* Data had been received from Bow CSW group for the period 5/6/24-5/7/24, ten sessions had been held over that period. The CSW team had moved to a new system whereby Bow CSW no longer had access to the number of letters issued. Two unsettling incidents, both public order offences, within the last month, had been reported to the police. Parish Council would not wish for any volunteer to continue if they did not feel entirely safe in the role. Bow CSW group was seeing increasing negative behaviour towards the group of volunteers. The CSW team, based at Exeter, had issued a body-worn camera for use during sessions. The police would support, when possible, Bow CSW at two sites, viz Bow Mill Lane junction and A3072 western approach (opp. Co-op).

*Vehicle Activated Speed Sign (VAS).* A site meeting, with DCC Neighbourhood officer Mr Tucker, the Clerk and Parish Councillors CD Nicks, PPW Edworthy, TJ Hamilton, SA Pengelley and V Steer, had been held on 9/7/24. Mr Tucker confirmed that a non-permanent, portable VAS, to operate at two sites, was needed. Both sites had been inspected, with locations for the poles (aligning with Burston Meadow changing rooms at western approach and near lychgate at eastern approach) approved. Mr Tucker asked that Parish Council request a quotation from DCC for installing two poles, which had been done. Mr Tucker had undertaken to instruct DCC contractors to trim back the hedge and include that work annually, as part of DCC contract. The VAS unit could be turned 180° to serve traffic in either direction, therefore a total of four sites could be monitored. The VAS could not remain in situ for periods exceeding four weeks. Mr Tucker suggested that Parish Council appoint a local resident as a Road Warden, who would receive DCC training (free of charge), who would be able to access/turn/move the device, exchange batteries, etc. Parish Council suggested that the role might be suitable for Mr Cook, who was also a member of Bow CSW group.

*Deteriorated road surface condition, Bow Mill Lane.* Mr Tucker had been invited to inspect Bow Mill Lane whilst he was at Bow on 9/7/24, regrettably his work schedule time did not permit. Subsequently the Clerk had emailed (+ photos) DCC requesting Bow Mill Lane be included in a DCC patching programme.

*Speeding traffic, Water Lane.* A resident had notified a Parish Councillor that cars were speeding at Water Lane. It being a narrow, single carriageway road, etc. Parish Council would not action.

#### 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**

MDDC, Waste Service, latest set of side waste results following most recent survey and drop-in surgeries info.

MDDC Wild about Devon – Community Wildlife Grant Scheme 2024, info.

MDDC Press Release, MDDC Planners shortlisted for Regional Award 2024 South West Planning Excellence Awards.

MDDC Press Release, Mid Devon Housing (MDH) triumphed at the ASCP Safety & Compliance 2024 Awards, winning the 'Best Response to Damp and Mould' award.

DALC, gov.uk domains info, plus free webinars for clerks and councillors.

Devon and Cornwall Alert, SCAM warning re. sale of vehicles, info.

Devon and Cornwall Alert, SCAM telephone calls to businesses warning.

Devon and Cornwall Alert, Operation Scorpion 8, hard-line approach sees more arrests, cash, drugs and weapons seized across the south west.

Devon and Cornwall Alert, [OUR NEWS](#) July issue.

*Publications:* Clerks & Councils Direct, DALC E-bulletin, Healthwatch Devon E-bulletin, NALC newsletter, NALC chief executive bulletin, NALC Events, One Devon Bulletin June 2024, Devon Climate Emergency newsletter June 2024 and DCC news round-up Connectme.

#### 13. **Finance.**

Bank balances brought forward: Deposit a/c £8,105.07, Current a/c £23,693.72

Interest (credited annually) £81.33 credited to deposit a/c on 24/05/2024

ACCOUNTS AUTHORISED FOR PAYMENT

Community Heartbeat Trust (two pairs of pads for defibrillator in telephone kiosk) £146.34

Clerk (salary £749.00 + admin/expenses £179.97 (incl. laptop repair) qtr. ending 30/06/24 £928.97

H.M.R.&C. (P.A.Y.E. income tax, Apr-Jun 2024) £187.25

EDF Energy (electricity for DAAT community landing light) £0.00 (account in credit)

14. **Any Other Business.**

Nil

15. **Date of Next Meeting.**

Wednesday 11 September 2024 at 7:30pm at the Community Room of Bow Village Hall.

This completed the business and the Chairman declared the meeting closed at 8:20pm