

MINUTES OF A MEETING OF BOW PARISH COUNCIL HELD ON 11 JUNE 2026 AT 7:30PM
IN THE COMMUNITY ROOM OF BOW VILLAGE HALL

Present: Mr S A Pengelly in the Chair,
Messrs P P W Edworthy, R P Edworthy, T J Hamilton, D Pocock and V Steer.
DCC rep. Cllr J Cairney.
Members of the Public: Nil.
Clerk: Miss B D Ware.

Apologies: Messrs R A Cook and C D Nicks.

1. **Public Open Forum.**

No members of the public present; no matters raised.

2. **Minutes.**

The minutes of the meeting held on 13 May 2026, having been circulated in advance, were taken as read and were confirmed as a complete and accurate record and were signed.

3. **Matters Arising:-**

(i) New Cardiac Science AED and cabinet received, items with electrician for installation at the village hall. A fresh DCC Locality Budget Fund application for £1,500 had been submitted mid-May (when 2026-2027 Fund re-opened) as application submitted late Feb/early March had been rejected as the Fund for 2025-2026 had closed.

4. **Planning**

APPLICATION

[26/00681/HOUSE](#)

Proposal: Erection of single storey side extension

Location: Moor View, Station Road, Bow, CREDITON

Site Vicinity Grid Ref: 272156 / 101540

Information had been conveyed electronically to Bow Parish Councillors, email dated 2 June 2026.

Parish Council approved the application.

MDDC DECISION

APPROVAL

[26/00440/FULL](#)

Proposal: Installation of prescription dispenser and associated works to include CCTV camera and new footpath

Location: Bow Medical Practice, Bow, CREDITON

Site Vicinity Grid Ref: 272799 / 101769

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

Crediton road works. Cllr Cairney advised that works by Tesco roundabout would entail road closure (9:00am to 4:45pm) over a period of four to six weeks, diversion routes were either via Hookway or Joseph Locke Way. Local Government Reorganisation. At a meeting on that day, it had been submitted that elections could be delayed by one year; it was expected that elections for shadow unitaries, due 2027, would serve an initial five-year term, meaning that parish and town councils would fall out of alignment with principal authorities in Devon. District councils had consulted DALC who was in agreement that parish and town councils would ideally remain in alignment with the unitary authorities to avoid significant increases in election costs. Districts would make representation to the government for a five-year term for parish and town councils in Devon from 2027, to ensure elections remain in alignment.

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

A monthly report had not been received. Cllr Cairney (also a District Councillor) commented that Mid Devon District Council was looking to wind down and was addressing matters which needed to be sorted ahead of Local Government Reorganisation.

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

(i) **Annual Governance and Accountability Annual Internal Audit Report.**

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 its management of risk. The review to

include a separate review of internal audit (two principal 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. The AGAR Annual Internal Audit Report had been completed, signed and published. As thanks and appreciation for Mr Weeks' good work, it was agreed to make a gift to Mr Weeks to the increased value of £65.00. Mr Hamilton would establish Mr Weeks' gift preference.

(ii) A.G.A.R. 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 and agreed them accordingly (approval deadline 30 June 2026). The duly completed Annual Governance Statement, signed by the Chairman and the Clerk would be published on Parish Council's website (deadline 30 September 2026).

(iii) A.G.A.R. 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 (approval deadline 30 June 2026). The duly signed document would be published on Parish Council's website (deadline 30 September 2026).

The Bank Reconciliation pro forma together with the Analysis of Variances pro forma had both been completed by the Clerk for publishing on the website. Completion of the formal Notice for the Period for the Exercise of Public Rights (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) was in hand and would also be published on the website (anticipated dates Monday 22 June 2026 to Friday 31 July 2026).

8. Bow Village Centre Association.

Parish Council had received a 'copy' of the governing document/constitution dated 1997 (it had the appearance of being an initial draft template copy rather than a direct copy of original) from Bow Village Centre Association. Whereabouts of the original to be checked (? Hotchkiss Warburton sols). The document needed to be perused. Parish Council had also received a copy of the lease agreement, dated 2009, for Burston Meadow between the landlord (holding/custodian trustee) and the tenant (two named local individuals who, it was understood, no longer had an active involvement). *Prima facie*, the lease appeared to be for 999 years at a yearly rent of £1,700. Bow Village Centre Association members would attend the Parish Council meeting in July. In the meantime, it had been strongly recommended to BVC to obtain Charity Commission advice on how to take matters forward.

9. Mid Devon District Council Transfer of Assets.

The clerk had prepared a draft Expression of Interest for Iter Park play area which had been circulated to Members and approved. It with two further Expressions of Interest to be completed and submitted for Lilian Close and St Martin's Close play areas (deadline 30 June 2026). The Clerk, having inspected all three play areas, commented those situate Lilian Close and St Martin's Close were in markedly poorer states of repair, appearing run-down and in need of repair/maintenance (safety surfacing needed attention, fencing had been reinforced not renewed, etc). Lilian Close play area, being somewhat larger, could possibly become a community orchard in the future. Cllr Cairney commented that a few Mid Devon play areas were likely becoming community orchards. Following submission, MDDC would assess the Expressions of Interest, with those supported MDDC would issue initial Heads of Terms for the basis of transfer.

10. Bow Parish Council Website.

Mid Devon District Council, which currently hosted many parish websites for free, including Bow, had notified clerks of an upcoming change to the hosting service provided. From 1 April 2028, MDDC would no longer host websites recommending that parishes seek alternative arrangements with transfer of data, in good time. MDDC advised that existing website content needed to be manually transferred (copy/paste content) to the new website. Parish Councillor Mr Paul Edworthy, of Edworthy Media, kindly offered to host a new Parish Council website and to transfer existing content for free, for which he was thanked.

11. Mid Devon Local Plan.

MDDC Forward Planning had notified town and parish councils of the launch, on 26 May 2026, of the formal start of preparation for a new local plan for Mid Devon, named 'Plan Mid Devon', covering the period 2026 to 2046. It followed new plan-making regulations which came in to force in March 2026 and Government's requirement for Councils to prepare their local plans in thirty months. The launch included publishing the following –

- New local plan timetable (refer below)
- Notice of intention to commence preparation
- Scoping consultation

The new local plan was required to bring forward sites for new homes, employment, infrastructure and other uses to meet the needs of the district over the next 20 years, while protecting the natural and built environment and responding to climate change. The scoping consultation gave residents, businesses and stakeholders opportunity to have their say what the Plan should cover, key issues it should address and how the public to be kept informed. Scoping consultation would close on 10 July 2026.

On 8 June, MDDC had published it's Housing and Economic Land Availability Assessment (HELAA) – an assessment of land in Mid Devon which had been brought to the attention of the Council by landowners, developers and others through two 'Call for Sites' held in 2021 and 2025, which may have potential for developments for housing, employment, economic uses, renewable energy and habitat creation (HELAA does not allocate or grant planning permission). The HELAA pertaining to Bow, covering local sites, comprising a 29-page document.

Two further consultations would take place, in early 2027 and early 2028, where opportunities would exist to shape the local plan content (incl. draft policies and potential site options) with evidence. Refer table below. The new local plan was expected to be submitted to the Secretary of State for independent examination and adopted spring 2029.

All information was being published on MDDC's website <https://letstalk.middevon.gov.uk> The Clerk would send all information and links to Members.

Table 1 timetable for the preparation of the local plan	
Local planning authority notice of intention to commence local plan	26 May 2026
Local planning authority notice of scoping consultation	26 May 2026
Scoping consultation representations to be received	10 July 2026
Local planning authority make their (gateway 1) self-assessment summary	19 October 2026
Local planning authority make plan content + evidence consultation available	22 January 2027
Representations to be received by the local planning authority	8 March 2027
Observations and advice will be sought (gateway 2)	1 November 2027
Local planning authority make proposed local plan consultation available	21 January 2028
Consultation representations to be received by the local planning authority	20 March 2028
Observations and advice will be sought (gateway 3)	3 July 2028
Local planning authority submit local plan to Sec. of State for ind. examination	4 September 2028
Local planning authority will consider adopting the proposed local plan	1 April 2029

12. **D.C.C. Highways Matters.**

Parish Road Warden Scheme. No expressions of interest had been received to date. A further piece had been placed in the July-August issue of Bow and Arrow. Mr Cook had his Highway Safety Awareness training module in hand. Cllr Cairney supplied a hard copy of Cllr Louise Wainwright (DCC rep Salcombe) book, Devon Parish Pothole Handbook, which had been launched at Devon County Show in May. Cllr Cairney would supply a URL link to an electronic version.

Vehicle Activated Speed Sign (VAS). The VAS had been ordered (lead time 10-12 weeks) and a DCC Locality Budget funding application for £500, as recommended by Cllr Cairney, had been submitted. Thanks expressed to Cllr Cairney.

Disability Parking Bays. DCC had advised that one parking bay now had a new qualifying disabled person to use it. It was understood that the bay would be signed accordingly.

Water Lane Parking Bay. DCC had advised that the site had been added to the list for consideration at a future regional, Mid Devon, Highways and Traffic Order Committee (HATOC) meeting (? 29/9/2026).

Yellow and White Line Repainting. DCC had advised that remarking works had been planned for Bow but the resurfacing team had scheduled surface works for 2027/2028 and lining would be repainted thereafter. Parish Council submitted that there is a safety factor involved and would request that DCC address repainting as a matter of urgency. Repeated requests for the work had been submitted over recent years.

13. **Monitoring of Services**

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

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

A recent change in refuse and recycling collection times, Bow collections now being around 8:15am, had caused traffic congestion issues at that busy time of day. MDDC would be requested to reschedule collection times to later in the day.

14. **Correspondence**

MDDC, Mid Devon appoints a new Leader [Council Appoints New Leader](#)

MDDC, Stephen Walford, CEO, inviting town & parish councils to share good work news with MDDC for publishing.

MDDC, Press Release, Report it, read it, remember it – council app makes accessing council services easier, launched

MDDC, Press Release, Have your say - consultation on Peoples Park, Tiverton, byelaws.

MDDC, Press Release, new and improved Visit Mid Devon website launched.

MDDC, Press Release, a successful evening for Mid Devon’s Landlord Networking Event 13/5/26 at Cullompton.

MDDC, Press Release, Council launches latest round of Green Enterprise Grants to drive net-zero investment.

Devon and Cornwall Alert, AbilityNet – free technical support for older and disabled people in Devon.

Devon and Cornwall Alert, online shopping warning, criminals gaining unauthorised access to retailer accounts spike.

Devon and Cornwall Alert, keeping your devices (phone/computer/tablet/smart TV) software up-to-date, info.

Devon and Cornwall Alert, fatal and serious collision figures at record low in Devon & Cornwall.

Devon and Cornwall Alert, Keeping your home Wi-Fi safe and reliable.

Devon and Cornwall Alert, Commissioner's column: Rural life celebrated at Devon County Show.

Devon and Cornwall Alert, during dedicated week police arrested eight people and seized large number of weapons.

Devon and Cornwall Alert, Name that tractor! Devon & Cornwall Police invite youngsters to take the reins.

Devon and Cornwall Alert, Have your say on police force mergers in Devon and Cornwall.

Devon and Cornwall Alert, Commissioner provides assurance over crime concerns raised by Ilfracombe Town Council

Devon and Cornwall Alert, extra help spotting a SCAM, use Ask Silver's free tool: <https://www.asksilver.com>

Devon and Cornwall Alert, Devon & Cornwall Police secures major funding for driver safety research.

Devon and Cornwall Alert, Commissioner's column: Local policing reform updates for Devon and Cornwall.

Devon and Cornwall Alert, Romance fraud costs UK victims £102 million, warning re. scammers.

Devon and Cornwall Alert, Neighbourhood Watch OUR NEWS, June 2026.

DCC, Devon Local Nature Partnership, May 2026, Devon Local Nature Recovery Strategy [newsletter](#)

Devon Communities Together, VCSEs Driving Devon’s Digital Inclusion Together, 23/6/26 at Rougemont, Exeter.

Devon Communities Together, Training Tuesday! Course information.

Publications: 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 (May) bulletin and DCC news round-up Connectme.

15. **Finance.**

Bank balances brought forward: Deposit a/c £8,189.14, Current a/c £33,669.03

ACCOUNTS AUTHORISED FOR PAYMENT

EDF Energy (electricity for DAAT community landing light) £23.39

16. **Any Other Business.**

(i) New premises licence application, Combe Head Meadow, Hillerton. MDDC had received, on 8/6/2026, an application for a new premises licence. The premises, not in Bow parish, were either Clannaborough or Colebrooke. The application advised that the premises operated as an agricultural smallholding incorporating a small heritage vineyard, direct farm produce sales and an overnight glamping accommodation site. The licensed premises would run as an off-licence, alcohol would not be consumed on the premises indicated in the plan. The consultation deadline was 6 July 2026. Bow Parish Council did not have any observations/comments to make.

(ii) Banking. The Unity Trust Bank may be a possible alternative to Santander. Investigation would be needed – the Chairman would make enquiries of North Tawton Town Council who was understood to use that bank.

17. **Date of Next Meeting.**

Wednesday 8 July 2026 at 7:30pm at the Community Room of Bow Village Hall.

This completed the business and the Chairman declared the meeting closed at 8:45pm.