



**ROCKBEARE
PARISH COUNCIL**

Chairman: Cllr. Phil Franklin

Clerk: Carolyn Y. May
A209, Victoria Advent House,
Station Approach
Victoria, Roche,
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7th May 2025

ANNUAL PARISH COUNCIL MEETING OF ROCKBEARE PARISH COUNCIL

To all Members of Rockbeare Parish Council

You are hereby summoned to attend the Annual Parish Council Meeting of Rockbeare Parish Council, to be held at **6.45 pm**, on Wednesday 14th May, at Rockbeare Village Hall, for the purposes of transacting the following business:

Carolyn May
Clerk to Rockbeare Parish Council

AGENDA

- 1. Election of Chairman.**
2. To receive the Chairman's Declaration of Acceptance of Office or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.
- 3. Election of Vice Chairman.**
4. To receive the Vice-Chairman's Declaration of Acceptance of Office or, if the Vice Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.
5. **Parish Councillors' Declaration of Acceptance**, to confirm Declarations received before the start of the meeting, if a Councillor is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.

6. **Declaration of Interests** - both registerable and non-registerable under the Code of Conduct to declare interests on agenda items), to issue dispensations (if required) & to declare gifts over £50. To complete new Register of Interest forms as under the Code of Conduct.
7. **Apologies for Absence.**
8. **Presentation from Mr Ben Hunt – Heavitree Park Life Project**
9. **Reports**
 - EDDC Councillor
 - DCC Councillor
 - Chairman Of Rockbeare Parish Council
10. **To approve the Draft Minutes of the meeting held on 16th April 2025 (Appendix A)**
11. **To receive the Annual Internal Audit Report.**
12. **To Receive and Approve the Annual Governance Document.**
13. **To Receive and Approve the Annual Finance Document.**
14. **Re-Adoption of the following policies:**
 - Standing Orders
 - Financial Regulations
 - Code of Conduct
 - Statement of Internal Control
 - Risk Register
15. **Finance and Economy:**
 - a. Payments to be approved.
 - b. Bank reconciliations to be reviewed and approved.

Financial Documents to be distributed under separate cover.
16. **Planning Applications – (Appendix B)**
17. **Planning Decisions – to note**
18. **RPC Project Updates**
 - Hub
 - Millennium Field
 - Newsletter
 - Birchend

- Village Facility

19 . Next Meeting



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DRAFT MINUTES OF ROCKBEARE PARISH COUNCIL MEETING

HELD ON

1 6TH APRIL 2025

PRESENT: Cllr. Franklin (Chairman), Cllr Brooks, Cllr. Wall, Cllr. Priddis

Also: seven members of the public

Parish Clerk: Carolyn May

AGENDA

01/25-26 Apologies – Cllr. R. Nequest

02/25-26 Declarations of Interest - None

03/25-26 Co-option of New Councillor

It was **proposed** by Cllr.Brooks, **seconded** by Cllr Priddis and **RESOLVED** that Jessica Bollington would be co-opted as a Rockbeare Parish Councillor. Unanimous. **Carried.**

Cllr. Bollington duly signed the appropriate 'Acceptance Document'.

04/25-26 Presentation on behalf of Cornwall Air Ambulance Service

Members received a presentation from Mr Toby Russell, Project Manager for the Devon Air Ambulance Charity.

Mr Russell discussed the Charity's current project, designed to unite the whole organisation at one site.

The original air ambulance service in Devon was established in 1996, with one aircraft. Significant investment was made in the following years and the service now operated two aircraft, each from

different bases (one in Exeter and one in North Devon). Consequently, the service can cover 90% of Devon County in 15 minutes by air.

The Exeter based aircraft carries a qualified doctor on board, which ensures that enhances critical care can be provided at any incident.

The service is also staffed by Advanced Paramedics, operating four 'Critical Care Cars' - which effectively means that the 'hospital is now taken to the patient'.

However, it has been decided that there is a need to develop a single bespoke base for the service. Consequently, the Charity commenced a search for suitable land in East Devon and was able to purchase the same at Exeter Airport. The Charity is also in the process of purchasing a building from Devon & Cornwall Police.

Once further progress has been made with the project, Toby will visit the Parish Council again.

The Chairman thanked Toby for his presentation and reminded those present that the Charity / Service was publicly funded and that donations were always welcomed by the same.

05/25-26 Public Session

Rockbeare Hill Traffic Calming - A parishioner from Rockbeare Hill addressed the meeting in relation to the possibility of traffic calming measures being implemented in that area. The parishioner explained that there are twenty houses in the area but that there were no pavements for pedestrians. There is a concern that the increased traffic arising from the construction of the Ford Oaks Solar Farm will increase the risks for householders residing on Rockbeare Hill.

The parishioner asked if the Parish Council could arrange for traffic calming measures to be put in place in the area.

It was explained to the attendees that Parish Councils do not have the power to implement traffic calming measures, that is the sole remit of Devon County Council Highways Department. However, it was agreed that the Parish Clerk would discuss the situation with that department and request a temporary speed restriction for the duration of the solar farm construction.

It was also agreed that Cllr Brooks would ascertain if the 20 is plenty project could be extended to include Rockbeare Hill.

Hazel Grove – A resident of Hazel Grove raised the issue of the extension of the gardens in the new build properties behind Hazel Grove.

The Clerk advised the meeting that a concern had been raised by another resident of Hazel Grove, in relation to this matter. With that parishioner's consent, the Clerk had passed the matter (via email) to Cllr Todd Olive (EDDC). As at the date of the meeting, no response had been received from Cllr Olive. It was agreed that the Clerk would contact Cllr Olive for a second time, to pursue the matter.

06/25-26 To approve the Draft Minutes of the meeting held on 11th March 2025

Members considered the Draft Minutes for the Ordinary Parish Meeting held on 6th March, and found them to be a true representation of that meeting.

It was **proposed** by Cllr. Franklin, **seconded** by Cllr. Priddis and **RESOLVED** that the meeting minutes for the 11th March 2025 would be accepted. Unanimous. **Carried**.

07/25-26 Finance and Economy:

Payments to be approved.

Parish Council Payments

Date	Payee	Invoice Ref	Gross	VAT	Net
13/04/2025	Ionos	2.03E+11	21.6	3.6	18
16/04/2025	J.C.Ecroyd	9	154	0	154
16/04/2025	RVH	2025/26-30	88	0	88
16/04/2024	DALC Subscription	6588	410.54	53.54	357
16/04/2025	DCW Polymers	1271	1019.4	169.9	849.5
16/04/2025	Carolyn May	N/A	1986.6	0	1986.6
16/04/2025	Carolyn May	N/A	255.95	0	255.95
16/04/2025	Simon A. Martin	15339	24	4	20
16/04/2025	HMRC	N/A	694.62	0	694.62
			4654.71	231.04	4423.67

It was **proposed** by Cllr. Franklin, **seconded** by Cllr. Wall and **RESOLVED** that the list of payments for April2025 would be approved, and the liabilities discharged. Unanimous. **Carried**

08/25-26 **Planning Applications** – None at date of publication.

09/25-26 **Planning Decisions** – noted.

10/25-26 **Correspondence** – the following items of correspondence were noted:

Monthly Divisional Report – Cllr. Sara Randall-Johnson (previously circulated)

EDDC Community Resilience Event – volunteer requested.

NALC – Exploring Alternative Income Sources

NALC – Planning for the Future

AGAR – Issued to Parish Councils

11/25-26 **Annual Parish Meeting**

It was **agreed** that the Annual Parish Meeting would be held prior to the Annual Parish Council Meeting, on the 14th May 2025. The venue will be Rockbeare Parish Hall.

12/25-26. Potential Acquisition of Land

The Clerk reported that this matter is still in its infancy. However, she did visit the Heavitree project in Exeter, and engaged in discussions with Mr Ben Hunt, who led that project.

It was felt that it would be advantageous for all Members to visit Heavitree (as a group), so that the facilities can be viewed and discussions entered into in relation to the process adopted and potential assistance available.

13/25-26. Local Government Devolution Document Precis – Cllr. Franklin

Cllr Franklin advised the meeting that, to date, no firm decisions have been agreed upon, in relation to the manner in which the Devon County Area will be administered. It is likely that there will be two governing bodies.

Once further information is available, an update on the matter will be provided to Members.

14/25-26. Action List Updates

Date	Action	Responsible Member	Completed
16/04/2025	Contact Local MP	Chairman	Arranged
16/04/2025	Contact Ben Hunt- funding and hub advice	Clerk	Information Received- Meeting to Heavitree to be arranged. Ben Hunt to attend next PC Meeting
16/04/2025	Marsh Green- felled trees and detritus left on PC land. Cllr Nequest to liaise with JJ Trees in order to ascertain if that company felled the trees- if so, at whose request?.	Cllr. Nequest	The Clerk has contacted the house owners' spokesperson. The trees were felled at the request of the householder. Therefore the removal of the arisings are the responsibility of that person. It has been requested that the arisings are removed in their entirety . Ongoing
16/04/2025	If trees felled at Marsh Green on the instruction of another, the Clerk to correspond with that third party to request the removal of detritus from Parish Land.	Clerk	ibid

16/04/2025	Rubble deposited at Prickly Pear Wood- no authorisation requested. This is PC land.	Cllr. Nequest	This rubble has been unlawfully deposited on the Parish Council's land. The action is regarded as 'Fly-Tipping'. Rubble to be removed asap.
16/04/2025	Birchend transfer to PC	Chairman	On-going.
16/04/2025	Local Government Devolution- re-organisation consultation documents. To read and precis for next meeting.	Chairman	On-going. To monitor for final decisions relating to governance of the Devon County area.
16/04/2025	Members Remit- post on website	Chairman	Actioned
16/04/2025	Bi-monthly PC surgery	Clerk/ Chairman	Still to be arranged
16/04/2025	Recording of PC Mtg- pilot	Chairman	Project abandoned due to the absence of required technology
16/04/2025	Millenium Field- Shed Cladding- to arrange when drier weather.	Cllr. Nequest/ Clerk	Enquiries made to local tradesmen- awaiting quotations- this will be removed from future action list.
16/04/2025	Millenium Field Memorial Benches	Clerk	Ordered
16/04/2025	20 is Plenty- liaise with Cranbrook	Cllr Brooks	Volunteers to be identified and arrangements made for the camera to be delivered.
16/04/2025	Hub- Committee formation and management of events	Cllrs. Wall and Priddis	The Hub is being run by a committee of volunteers.
16/04/2025	Plants etc for Village	Cllrs Wall and Priddis	On-going.
16/04/2025	Newsletter	Cllr Franklin	Due to be published .

Planning Applications

Reference	25/0954/FUL
Alternative Reference	PP-13978849
Application Validated	Tue 29 Apr 2025
Address	Middlemarsh Marsh Green Devon EX5 2EX
Proposal	Replacement of existing conservatory with single storey extension
Status	Awaiting decision

Reference	25/0871/COU
Alternative Reference	PP-13920541
Application Validated	Wed 23 Apr 2025
Address	The Littlefield Land South Of Hazel Grove Rockbeare Devon EX5 2HH
Proposal	Change of use of agricultural land to residential (Use Class C3) to allow for extended curtilages at adjacent development site.
Status	Awaiting decision

PLANNING DECISIONS

Reference	25/0529/FUL
Alternative Reference	PP-13831615
Application Validated	Fri 07 Mar 2025
Address	Brake View Rockbeare Hill Rockbeare Devon EX5 2EZ
Proposal	Proposed construction of a detached garage structure
Status	Approved
Decision	Approval with conditions
Decision Issued Date	Fri 02 May 2025