*Notice is hereby given that*

**A Parish Council Meeting of**

**Woolfardisworthy Parish Council is to be held on**

**Tuesday, 15 November 2022**

**in Woolsery Sports & Community Hall at 7.30pm**

**All Councillors are hereby summoned to attend for the purposes of the following business.**

Members of the press and public are also invited to attend.

Sue Squire

**Sue Squire, Parish Clerk for the Parish Council Date: 8 November 2022**

**Clerk’s Leave: 11 November 2022 and 24 November to 3 December 2022**

**AGENDA**

**1.** **Public Comment Session**

**1.1 Emails received regarding the democratic process of the Parish Council.**

**1.2 Poor standard of work regarding installation of cables by Airband.**

**1.3 30mph speed sign on the Woolsery – Clovelly has been knocked over**

**1.4 Representations regarding Bridleway No. 9, Woolsery.** This has been advised to DCC Public Rights of Way Department.

**2. Apologies.**

**3. Declaration of Personal / Prejudicial Interest for items on the Agenda**

All Members are reminded that all interests must be declared prior to the item being discussed.

**4. Minutes of the Parish Council meeting held on 18 October 2022 to be approved and signed as a true and accurate record.**

**5. Clerk’s Report**

*The items listed below are for information updates only:*

**5.1 Adoption of BT Telephone Box in Woolsery.**

Confirmation received by BT that the ownership of the telephone box to the Parish Council has been completed.

The Clerk has arranged for the structure to be included on the insurance policy.

To make a decision to purchase a defibrillator to be placed in the box.

**5.2 Overnight camping in Bucks Mills Car Park.** The Clerk has replied to TDC as directed.

**5.3 Yellow painted stones.** The Clerk has replied as directed and is in email correspondence with the Neighbourhood Highways Officer.

**5.4 SWW concrete pillar.** Representations made to South West Water.

The Clerk has obtained an alternative contact and is in correspondence with them about the item.

**5.5 Bucks Mills Notice Boards – Funding Application.** The Clerk is liaising with a local resident / AONB Member.

**5.6 TDC Climate Emergency Declaration.** The request, with reminders, has now been referred to TDC Chief Executive.

**5.7 Upvc Doors at Bucks Cross Village Hall.** The Committee has been advised that the doors have been gifted by the Parish Council to the Committee.

**5.8 Dog Bins for Bucks Mills.** The Clerk is continuing to remind TDC that a reply is required.

**5.9 Cleaning of the Bus Shelter at Bucks Cross.** The Clerk has approached DCC and will advise the reply.

**5.10 Grass cutting at the School junction – Clovelly – Bradworthy Road.** The Clerk has reminded DCC that a reply has not been received, as indicated.

**5.11 Grit Bin outside the Primary School.** The Clerk has reminded DCC that a reply has not been received, as indicated.

**5.12 Theft from vehicles at Melbury Woods.** The Clerk had informed the PCSO for the area.

**5.13 Abridged Minutes.** These were sent to Councillors for approval, then distribution.

**5.14 Parking at entrance to Manor Park.** The Clerk had informed the PCSO for the area of the problems being experienced by local residents.

**5.15 Up to date list of Councillors’ contact details.** This had been prepared and forwarded to Councillors.

**5.16 Overgrown Vegetation – Copper Hill.** The Clerk has written to the property owner requesting that the hedge is cut back.

**5.17 Woolsery Primary School.** The Clerk will advise correspondence since the last meeting as a result of a letter sent to the Parish Council including the suggestion by Councillors that advice is taken from the DALC.

**6. Reports from County Councillor, District Councillors and Parish Councillors**

**6.1 Councillor S Hill – black bin bags**

**6.2 Councillor S Hill** is forwarding photographs of the clothes bank location so that the Clerk can complete the Risk Assessment.

**6.3 Councillor Hancock –** street cleaner

**6.4 Councillor Spittles** is in contact with the Braund Society relating to the Fitzroy barometer and to be added to the Listed Building Register.

**6.5 Councillor M Hill** to confirm that a letter had been sent to the vehicle owner regarding unacceptable parking at Old Market Drive.

**6.6 Councillor M Hill** to confirm that he had produced sponsorship plaques after being sent the details by the Clerk in connection with village gateway planters.

**6.7 Councillor M Hill** to confirm he has checked areas of land with the Land Registry.

**7. Planning Applications.** To consider the following Application:

 **1/1020/2022/FUL – Erection of commercial storage building – CES Wise Shotblast Services, Newpark Workshop, Woolsery, EX39 5QT**

The deadline date for the Parish Council’s response is 18 November 2022.

 All the relevant details can be viewed online at www.torridge.gov.uk/planningonline.

**To ratify the response of ‘no comment’ relating to Application 1/0927/2022/FUL – extension and demolition of garage roof, extension of bedroom, form new parking space and installation of new beech hedge – 3 Beuvron Close, Woolsery**

**7.2 Planning Correspondence: Decisions, Enforcement & Appeals.**

* **Approval for 1/0927/2022/FUL – above.**
* **Approval for 1/0508/2022/FUL – Proposed earthworks to create new agricultural access (pedestrian and quadbike) – land a Grid Reference 233424 118058, Woolsery.**

**7.3 Higher Town Enforcement.** Councillor M Hill to advise on his conversation with the TDC Enforcement Officer.

**8. Affordable Housing.** Councillor M Hill.

**9. Neighbourhood Plan.** Councillor M Hill to report on a Sub Committee Meeting, confirm that details have been circulated to Councillors and spoken to a person involved with the Winkleigh Neighbourhood Plan.

**10. Update from MXB Sub-Committee held ahead of this Parish Council Meeting (Cllr Heywood)**

**11. Projects**

 **Consideration of a replacement notice board for Woolsery**

**12. Finances**

**12.1 Payments to be authorised:**

1. **Sue Squire:**

November 2022 salary £439.68

Expenses (broadband, mileage, photocopying) £ 19.90 **£459.58**

1. **Income and Bank Account Balances** – to be tabled

**12.2 Devon Communities Together.** The Clerk has been in email correspondence with the organisation who had requested that the renewal of the membership was outstanding. The Clerk advised that her other Parishes did not pay a membership fee but still received emails. To consider renewing the membership at a cost of £50.00.

**13. Correspondence received.** Emails from various agencies have been forwarded to Councillors.

**13.1 All Hallows Church Remembrance Sunday Service.** Invitation for the Chairman to attend the service and lay a wreath on behalf of the Parish Council.

**13.2 TDC Annual Rough Sleeper Estimate / Count.** Councillors have been advised of the details which are required before this meeting. Councillor will respond to the Clerk by email should any information be known.

**13.3 WebNos.** Email regarding notification that the defibrillator has been deployed and may have been used with a request that the defibrillator is checked and a site check reported online to WebNos.

**13.4 TDC.** Works at Bucks Mills Lime Kiln scheduled over concerns for structural stability, commencing on 31 October 2022.

**14. Response to correspondence received and included under the Public Comment Session.**

**15. Date and time of next meeting:** Tuesday, 20 December 2022 at 7.30pm at Woolsery Sports and Community Hall.