

**Minutes of Woolsery Parish Council Meeting held on Tuesday, 16 January 2024
in Bucks Cross Village Hall at 7.30pm.**

Chaired by: Councillor M Hill		Clerked by: Mrs Sue Squire
Present: Councillors B Beech D Hancock S Harding (District Councillor) R Heywood M Hill S Hill S Salvidant District Councillor Dart from Minute No. 23/24.123.2 3 Members of the public		Agenda: - Public Comment Session Apologies Declaration of Personal / Prejudicial Interest for items on the Agenda Minutes Clerk's Report Reports from County, District & Parish Councillors Planning Neighbourhood Plan – Housing Survey Finances To consider a response to items raised under the Public Session Correspondence received Date and time of next meeting
		Action:
23/24.120	Public Comment Session.	
23/24.120.1	<p>The resident spoke about no improvement in road signs and was advised that the Parish Council had tried for some time to get something done, without success.</p> <p>The same resident questioned a Petition regarding the poor state of the roads which had not been advertised. It was explained that it had not been possible for the Petition, organised by Sir Geoffrey Cox MP, KC, to be left in public places due to GDPR regulations and that packs had been prepared and left in shops for the public to sign.</p>	
23/24.120.2	<p>Potholes. These were now so numerous that DCC Highways could not be advised. In addition, the road is eroding from the side. It had been noted that two gutters had been cleared.</p> <p>The Clerk to contact County Councillor Wilton-Love to ask his plans for repairing potholes following his Chapter 8 training.</p>	Clerk
23/24.120.3	<p>The following email had been received:</p> <p>I am unable to attend the meeting tomorrow on Tuesday 16th January to speak in the public section. So I hope you'll be able to read the below news to share with the local community. A press release is being prepared and will be circulated in the near future, but as this is a meeting a month ahead of the first workshop, I wanted to let you know and thank the Councillors for their letters of support.</p> <p>I am delighted to announce that All Hallows Church of Woolsery has been successful in its bid to the National Lottery for a Heritage grant. The Church has been awarded £10,000 for a project called 'Voices of Woolfardisworthy - Stories of Church and Community'. Essentially the grant funding is for the purchase and training for a system called 'Infopoint' which will enable visitors to the church to have an interactive guided tour of the church via digital technology. Visitors will be able to enjoy learning about the history of the church and Woolsery parish and be able to listen to church bells and the organ play and take a view from the top of the church tower all by the Info point system.</p> <p>Infopoint will allow us to share and record memories and stories from the local parish both in history and current voices. We would love the local community to</p>	

	<p>come forth and share their stories or memories of growing up in the community to share for future generations. We want young people to be part of using the system and intend to have an area for them whether it is an activity to complete a scouting badge or school history project with quizzes for them to take part.</p> <p>The project includes a workshop day being delivered by Info Point at Woolsery Community Hall on Monday 12th February 10am - 4pm, the first half the day we will delve into the system and how to use it and the second part of the day is about storytelling and the purpose of it, and how to create a visitor experience.</p> <p>There are many ways that people can volunteer to get involved in this project, whether it is taking some great photos or interviewing local people by gathering the stories of the history of Woolfardisworthy and its community groups we would love to hear from you and hopefully join us at our workshop on Monday 12th February 2024. Please get in touch with Louise Leonard.</p>	
23/24.121	Apologies. Councillor Spittles.	
23/24.122	Declaration of Personal / Prejudicial Interest for items on the Agenda. None.	
23/24.123.1	<p>Minutes of the Part I and Part II Confidential Parish Council Meeting held on 19 December 2023.</p> <p>Approved and signed as a correct record after it was noted under 23/24.112.5 (2) the area that was originally tarmaced pavement before the inset path was created was according to the plans, should have been planted to grass.</p> <p>Also, reference the location of the grit bins, the second one listed should be first and vice versa.</p> <p>Proposed by Councillor Heywood Seconded by Councillor Hill and unanimously agreed.</p>	
23/24.123.2	<p>To approve that draft Minutes are uploaded to the Parish Council website where a meeting is more than 30 days apart, to comply with the Standing Orders and legislation.</p> <p>Proposed by Councillor Heywood Seconded by Councillor M Hill and unanimously agreed.</p>	
23/24.124	Clerk's Report.	
23/24.124.1	<p>Report of meeting sent to the Parish News. The report had not been included.</p> <p><i>Standing orders were briefly lifted to enable a parishioner to give information.</i></p>	MH to speak to Editor and C West
23/24.124.2	Telegraph pole opposite the entrance to All Hallows Church. National Grid has advised it is not their responsibility and suggested that Openreach is contacted, which has been done and a reply awaited.	
23/24.124.3	<p>Letters sent to residents regarding grit bins in the Cranford area.</p> <p>Letter to be resent to resident at Cranford Bridge to advise of the change in preference number, as per the Minutes under 23/24.123.1</p>	Clerk
23/24.124.4	TDC Enforcement Department advised of an A frame building thought to be breaching planning regulations.	
23/24.124.5	<p>Black refuse sacks ordered for distribution from Shalla Trading Ltd.</p> <p>The cost was £460, plus £97.00 reclaimable VAT = £557.00.</p> <p>Delivery was shown as £25.00 but when the initial enquiry was made, it was stated this would be free and this had been queried with a response saying if the</p>	

	order is over £500 including the VAT, there is no delivery charge, so the total order is £557.00. The order will be delivered to Councillor Heywood by 19 January.	
23/24. 124.6	TDC requested to move the grit bin at Bucks Mills to the car park. A reply has been received that this is not their remit and that the request should go to DCC Highways. Before they will do anything, they require the number or code of the bin.	SS to advise Clerk of code / Clerk to request Highways to deal
23/24. 124.7	Planning responses submitted.	
23/24. 124.8	TDC Planning Officer has been asked why the Parish Council's representations were not considered in the report relating to planning application 1/0933/2023/FUL. A reply was received as follows: I can assure you that I was fully cognisant of the Parish Council's comments and concerns which I had had read along with the agent's response. I clearly also had some similar concerns given that the application was recommended for refusal. The Parish Council's comments should have automatically pulled through to committee report. I will speak to my colleagues in IT to see why this did not happen in this case to ensure it doesn't happen again.	
23/24. 124.9	Payments made.	
23/24. 124.10	Formal letter prepared signed by the Chairman in connection with the Clerk's salary review.	
23/24. 124.11	2024/25 Precept details advised to TDC.	
23/24. 124.12	Clothes Bank. As a result of representations received from Woolsery Sports and Community Hall that the clothes bank is full, the Clerk had contacted Elm Tree Textiles to request that it is emptied, and pointed out that fortnightly collections have been organised. The reply confirms that the Woolsery bank is on a twice monthly collection. January is their busiest time of the year and the community should be very proud of the commitment they have shown to the two charity's it supports. A collection is being arranged.	Clerk
23/24. 125	Reports from County Councillor, District Councillors and Parish Councillors.	
23/24. 125.1	County Councillor Wilton-Love. Not present.	
23/24. 125.2	District Councillors A Dart. TDC had emailed Members regarding a Consultation about the mobile post office which had not been received by the Clerk. There had been a write up featuring Woolsery in The Daily Telegraph, twice in two weeks. S Harding. He had been contacted about lady in distress in a property and the details had been passed on to the Ward Member, Parish Council and church. There is help for people who need it and the TDC link to be put on the website and Facebook.	AD to forward to Clerk for circulating SS to forward to Clerk for circulating SS / LS
23/24. 125.3	Parish Councillors	
23/24. 125.4	M Hill. Nothing to report.	
23/24. 125.5	B Beech. (1) Community Speed Watch. On hold.	

	<p>(2) Parking problems in Manor Park. An email from County Councillor Wilton-Love was referred to which stated that a vote had been taken about having yellow lines at the junction of Manor Park opposite East Park, and had been defeated unanimously.</p> <p>Hartland has a similar situation and District Councillor Dart informed that the problem only gets moved to another area.</p> <p>As well as parking on the junction opposite East Park being very problematic, this is compounded when the road is closed and buses then divert through Manor Park. Because of the number of cars parked, the drivers have no option but to drive on the grass verge. This in turn churns up the grass which is now nothing more than mud. Many other motorists use Manor Park as a cut through.</p> <p>A list is to be compiled about all the various issues in the Parish: missing white lines, virtual pavement, junction at East Park, bus stop, Back Street, Chapel Street and Primary School to ensure, among other issues, that roads are adequately marked.</p> <p>Councillor M Hill to prepare a map to investigate road safety and traffic marking for help and guidance and when ready, the Clerk to request a site meeting with the Road Safety Officers of Devon County Council and Devon & Cornwall Police. Proposed by Councillor Hancock, seconded by Councillor Beech and unanimously agreed.</p>	<p>Clerk to obtain clarification on the vote referring to the Road Traffic Act enforcing the legality of corner parking</p> <p>MH / Clerk</p>
<p>23/24. 125.6</p>	<p>D Hancock. (1) Dog Bins / Notices. It was thought that TDC would be moving them. The Clerk to chase this up.</p> <p>(2) Water coming out from the pipe at The Manor. The Clerk to ask County Councillor Wilton-Love if he could liaise with Highways about this.</p> <p>(3) Grass on the verge at Manor Park. The Clerk to inform County Councillor Wilton-Love that the grass has been churned up again due to a road closure, thought to be an emergency which involved buses who had no option but to drive over the grass.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>23/24. 125.7</p>	<p>S Harding. (1) He had been contacted by the Scouts who were thinking about sleeping out to highlight rough sleeping, outside the church. There would be a fire pit in a raised position. Councillors did not have any objections.</p> <p>(2) A sewerage trap is lifted when there is a downpour. TDC has carried out a site visit and contacted South West Water who had replied there was nothing wrong with the pumping station and that the problem was due to the downpour. Councillor Harding was not satisfied with this answer and is taking it further by contacting Sir Geoffrey Cox, MP KC.</p> <p>(3) Possible Enforcement at Cranford. He will take pictures of the building for passing to Building Control.</p> <p>(4) Play Area / Agreement from residents. A meeting is planned for 17 January 2024 to discuss further. The location of underground cables had been identified.</p> <p>(5) State of the road petition. These would be collected and delivered to Sir Geoffrey Cox, MP KC on 19 January 2024.</p>	<p>S Harding</p> <p>S Harding</p>
<p>23/24. 125.8</p>	<p>R Heywood (1) Bus shelter at East Park. There was no further information to give.</p>	<p>All three items to be</p>

	<p>A discussion followed about this being at a different location.</p> <p>(2) Disputed landownership bordering Woolsery's Manor House. There was no further information to give.</p> <p>(3) Occupation of field next to the Potting Shed. There was no further information to give.</p>	on the February Agenda						
23/24.125.9	<p>S Hill</p> <p>(1) Royal Mail letter post and Broadband (in liaison with Councillor Heywood). This was ongoing.</p> <p>(2) Distribution of black bags. The original proposed community day of 24 February clashes with another event in the village and Councillor S Hill will liaise with Councillors about an alternative date.</p>	Next Agenda S Hill						
23/24.125.10	<p>S Salvidant Councillor Salvidant reported that she had received a message from a Bucks Mills resident enquiring about the status of the beach huts and also expressing concern about the rubbish left down there.</p>	S Harding to make enquiries						
23/24.126	Planning.							
23/24.126.1	<p>The following Application was considered: 1/1240/2023/FUL – Alteration from a flat roof to a dual-mono-pitched roof and other alterations including solar panels and decking – amendments to existing permission 1/10092/2021/FUL – Forest Lakes, Woolsery. Proposed by Councillor M Hill to respond that Woolsery Parish Council does not have any comments to make. Seconded by Councillor S Hill and unanimously agreed.</p>	Clerk to submit response to TDC						
23/24.126.2	Planning Correspondence. There was none to consider.							
23/24.127	Neighbourhood Plan – Housing Survey. Deferred to the next meeting.	February Meeting						
23/24.128	Finances.							
23/24.128.1	<p>Payments to be authorised: Proposed by Councillor S Hill Seconded by Councillor S Harding and unanimously agreed.</p> <p>a. Sue Squire:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">January 2024 salary</td> <td style="width: 20%; text-align: right;">£480.62</td> <td style="width: 20%;"></td> </tr> <tr> <td>Expenses (broadband/photocopying/mileage)</td> <td style="text-align: right;">£16.50</td> <td style="text-align: right;">£497.12</td> </tr> </table> <p>b. HMRC PAYE</p> <p style="text-align: right;">£120.20</p> <p>c. Bucks Cross Village Hall. Meetings in October and January £25.00 each. <i>This payment to be checked</i></p> <p style="text-align: right;">£ 50.00</p> <p>The following Invoice was received after the Agenda was prepared:</p> <p>d. Woolsery Sports and Community Hall Hire of Hall for November and December</p> <p style="text-align: right;">£28.00</p>	January 2024 salary	£480.62		Expenses (broadband/photocopying/mileage)	£16.50	£497.12	<p>Clerk to make payments</p> <p>Clerk</p>
January 2024 salary	£480.62							
Expenses (broadband/photocopying/mileage)	£16.50	£497.12						
23/24.128.2	<p>Income and Bank Account Balances:</p> <p>NatWest Current Account as at 16/1/24: £692.42</p> <p>NatWest Business Reserve Account as at 16/1/24: £22,755.99 <i>Interest of £28.33 earned in December 2023.</i></p>							
23/24.	To consider a response to items raised under the Public Session. Covered.							

129		
23/24. 130	Correspondence received. Emails from various agencies have been forwarded to Councillors.	
23/24. 131	Date and time of next meeting: Tuesday, 20 February 2024 at 7.30pm in Woolserly Sports and Community Hall. The meeting ended at 8.57pm.	
<p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Part I and Part II confidential Minutes of the Parish Council Meeting held on 19 December 2023 ➤ Draft Minutes to be uploaded to the Parish Council website no later than 30 days after the meeting ➤ Councillor M Hill to prepare a map of the village detailing areas of concern for a site meeting with the Road Safety Officers of DCC and Devon and Cornwall Police ➤ Planning ➤ Payments 		
<p>These Minutes are agreed by those present as being a true record.</p>		
<p>Signed: Chair of Woolserly Parish Council.</p>	<p>Date:</p>	