

Notice is hereby given that

**A Parish Council Meeting of
Woolfardisworthy Parish Council is to be held on**

**Tuesday, 20 December 2022
in Woolserly 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: 13 December 2022

AGENDA

- 1. Public Comment Session**
- 1.1 Email received regarding Affordable Housing.** It is noted that this item has been on the Parish Council Agenda for some time, but no details of the location and design of the project has been advised and it is requested that this is advised and how it meets the needs of the Parish.
- 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 15 November 2022 to be approved and signed as a true and accurate record.**
- 5. Clerk's Report:**
- 5.1 Correspondence from resident.** The Clerk has replied as directed.
- 5.2 Give Way sign near the shop.** The Clerk has contacted the MXB representative in this regard.
- 5.3 Correspondence from a resident regarding a planning application which had been granted but the occupancy was being disputed.** The Clerk has acknowledged receipt as directed.
- 5.4 Dog Bins for Bucks Mills.** TDC has been advised that the location for an additional dog bin is in the mini car park halfway up the hill.
- 5.5 Woolserly Primary School.** A reminder has been sent to the DALC for a reply.
Councillors have been circulated with a question from the insurance company for a reply to be sent.
- 5.6 WebNos – Defibrillator Check.** Enquiries have been made regarding the report that the defibrillator had been deployed, but when checked, it appeared to be in working order. The reply is that the notification WebNos get is that the Ambulance Service have sent someone to fetch the defibrillator. It is not unusual for it not to be used as it may have been taken as a precaution. It also may be that the person never arrived to fetch the defibrillator. As the Ambulance Service have allocated it to a job, they will de-activate it until they receive confirmation it has been checked.
- 5.7 Defibrillator in former BT Telephone Box in Woolserly.**
The Clerk has purchased a defibrillator and cabinet which will be brought to the meeting. The cost will be ratified under Finance.
- 5.8 Yellow painted stones.** A reply from the Neighbourhood Highways officer advises that the stones have been in this location for over 10 years and since their placement, no safety hazard has been picked up. Their location has not changed and as such, there is no grounds for DCC to request removal. Further to this, they have been placed on either private property (outside the

property) or at the end of verges where a ditch is present thus preventing the drainage being damaged. No further action is to be taken.

- 5.9 SWW concrete pillar.** It has been ascertained that this is not a SWW structure but the responsibility of BT, with whom the Clerk is in contact.
- 5.10 Black Refuse Bags.** These have been ordered and delivered. To arrange a distribution date.
- 5.11 Bucks Cross Notice Boards.** Councillor Sallvidant has been contacted to enquire if she wishes to co-ordinate a meeting of Bucks Cross representatives to ascertain what is required.
- 5.12 TDC Climate emergency Declaration.** The reply has been circulated to Councillors.
- 5.13 Grass cutting responsibility at the Primary School Junction on the Clovelly to Bradworthy Road.** A reply from the Neighbourhood Highway officer advises that the visibility splays are the responsibility of Devon County Council to cut. As part of the Parish cuts these could be added and would be done once per year with a topper. These would be for safety reasons and would not be undertaken for aesthetic reasons.
- 6. Reports from County Councillor, District Councillors and Parish Councillors**
- 6.1 Councillor Heywood** is drafting a letter to Ofcom conveying concern about the workmanship of Airband, for approval at this meeting.
- 6.2 Councillor Harding** has confirmed he has reported that the 30mph speed sign on the Woolserly – Clovelly road has been knocked over.
- 6.3 Councillor Hancock** to confirm he has spoken to the car owner in Manor Park. Separately, the Clerk has enquired if the PCSO has had the opportunity to visit the area now that she is back out on patrol.
- 6.4 Councillor Spittles** is checking the planning details so that the Clerk can enquire regarding the lighting on Bucks straight which are currently on all the time.
- 6.5 Councillor M Hill** to confirm that the village planter sponsorship plaques have been produced.
- 6.6 Councillor M Hill** to confirm that he had checked the ownership position with the Land Registry relating to land in Woolserly.
- 6.7 Councillor M Hill** wishes to raise liaison with DCC Highways following problems experienced on the roads in the Parish during the recent ice and snow.
- 6.8 Councillor Spittles** requested the Clerk to ask DCC Highways to grit the Woolserly to Clovelly road during the recent ice and snow to enable residents to access the A39 via this route. It was noted at the time that this road is not on a primary salting route. The reply received was that addition of routes for such reasons is not straightforward and would not be supported. The current primary salting network provides the residents routes to reach both Powlers Piece and the A39 thus two ways of access. Adding routes is very expensive to run and is not done reactively following the weather we have had. Parishes on the Snow Warden scheme can order a tonne of salt in 25kg bags which can then be distributed around the Parish as requested and more information on this has been given to Councillors.
- 7. Planning Applications.**
- 7.1** To consider the following Applications:
- ⇒ **1/1123/2022/FUL** – Installation of ground source heat pump system, alterations and additions to existing Manor House and outbuildings (Variation of condition 2 of planning permission 1/0724/2022/LBC) – site of Manor Inn, Woolserly.
[The deadline date for the Parish Council's response is 30/12/22.](#)
All the relevant details can be viewed online at www.torridge.gov.uk/planningonline.
 - ⇒ **1/1158/2022/FUL** – **Erection of 4 no. holiday lodges – land at Merry Harriers, Woolserly.**
[The deadline date for the Parish Council's response is 30/12/22.](#)
All the relevant details can be viewed online at www.torridge.gov.uk/planningonline.

- ⇒ **1/1023/2022/FUL – Part retrospective application for the change of use of agricultural land to residential garden – land at 3 Lower Town, Woolsery**
 The deadline date for the Parish Council’s response is 16/12/22 and arrangements have been made for an extension to the deadline so that the application can be considered at this meeting.
All the relevant details can be viewed online at www.torridge.gov.uk/planningonline.
- ⇒ **1/1181/2022/OUT – Outline application for 5 no. dwellings with all matters reserved except access – land to the West of Cranford House, Cranford, Woolsery.**
 The deadline date for the Parish Council’s response is 7/1/23.
All the relevant details can be viewed online at www.torridge.gov.uk/planningonline.

7.2 Planning Correspondence: Decisions, Enforcement & Appeals.

At the time of preparing the Agenda, there were no TDC Decision Notices to note.

8. Affordable Housing. Councillor M Hill.

9. Neighbourhood Plan. Councillor M Hill.

10. Update from MXB Sub-Committee. Councillor Heywood will give an update on Item 12.2 below.

11. Finances

11.1 Payments to be authorised:

a. Sue Squire:

December 2022 salary	£439.68	
Expenses (broadband, mileage, photocopying)	£ 19.90	£459.58

Stacey’s Christmas Tree Farm Supply of one Christmas Tree **£ 92.00**

Community Heartbeat Supply of defibrillator pads for Bucks Mills **£ 63.60**

Mr R Stoneman Grass cutting (2nd invoice) **£1,500.00**

To ratify the following payment for defibrillator and cabinet: **£1,738.80**
 (Defibrillator £975.00; unlocked cabinet £459; VAT £289.80;
 Carriage £15.00)

To ratify two payments agreed in June 2022:

Red Smart - Platinum Jubilee Printing **£ 42.50**

Cllr S Hill Requisites for the Platinum Jubilee **£168.99**

b. Income and Bank Account Balances – to be tabled

c. To set the 2023/24 Budget & Precept.

d. Parish Council Annual Grants. To agree a new deadline date for applications to be received.

e. Notification of external auditor appointment for the 2022/23 financial year for the 5 year period until 2026/27. To note that P K F Littlejohn LLP has been appointed following a procurement exercise to appoint auditors to each contract area.

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

12.1 Devon Communities Together. Details of a community resilience planning and flood warden training workshop on 28/3/23 at Weare Giffard commencing at 5pm (postponed from September due to the death of HM The Queen).

12.2 Post Office – Branch Temporary Closure of Woolsery Post Office & Stores.

The branch is closing temporarily due to extensive building works and to allow for the refurbishment of the works to take place. The Post Office will close on Monday, 9 January 2022 at 4pm.

As a result of the refurbishment work at the Woolsery branch, the Post Office has temporarily changed the opening days and hours of the Mobile services at Shebbear, Langtree and Buckland Brewer. This will allow Woolsery customers to have access to a Post Office service during the closure period and these changes which will take effect from Tuesday 10 January 2023.

It is envisaged that the work will take approximately two months to complete, following which the service will re-open on Monday 13 March 2023 at 9am and the Mobile services at Shebbear, Langtree and Buckland Brewer will resume to operate with the original opening times from this date.

The postmaster will temporarily operate the Mobile Van from outside the branch premises on Wednesdays between 9am and 5pm and Saturdays between 9am and 1pm. This Mobile Van service will be temporarily offered from Wednesday 11 January 2023 until Saturday 11 March 2023.

- 12.3 DCC Public Rights of Way Department.** Annual Parish Paths Partnership Survey and Finance Forms for completion by 13 February 2023. Councillor Raffe will complete the survey forms as Footpath Warden and the Clerk will complete the expenditure form.
- 12.4 Response to correspondence received and included under the Public Comment Session.**
- 12.5 Airband.** Email received regarding the prior notification for proposed installation under telecommunications code system operators of five 10.5mtr wooden poles installed with 9 mtrs above ground.
A 28 day notice has been provided in respect of the location at Bucks Cross, Woolfardisworthy, Cranford, EX39 5QL.
- 13. Date and time of next meeting:** Tuesday, 17 January 2023 at 7.30pm at Woolsery Sports and Community Hall.