*Notice is hereby given that*

**A Parish Council Meeting of**

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

**Monday, 26 September 2022**

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

**The meeting has been re-scheduled as a mark of respect following the death of Her Majesty Queen Elizabeth II.**

**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: 20 September 2022**

**AGENDA**

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

**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 16 August 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 Legal advice sought from the Solicitor at TDC regarding representations from a member of the public which could be the subject of a Tribunal or legal action.**

**5.2 Potholes reported at West Ash.**

**5.3 Two separate replies sent to a member of the public who had raised a number of issues, some of which had been received too late to be considered at the July meeting (letter 1), and the fact that attachments sent could not be opened by Councillors (letter 2).**

**5.4 Upvc doors at Bucks Cross Village Hall.**

**5.5 Enquiry from a member of the public regarding the decision made relating to Planning Application at 14 Forest Lakes.** The Clerk drafted a reply for approval which has been sent to the resident.

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

The Clerk has emailed Councillors with a selection of defibrillators with a view to making a decision on the type of machine to purchase.

**5.7 State of public footpath between Woolsery and Kennerland.**

Councillor Hancock forwarded photographs of the existing boardwalk to the Clerk who has sent them to DCC Public Rights of Way.

**5.8 Overnight camping in Bucks Mills Car Park.** The Clerk has asked the TDC car park team for an update.

**5.9 Yellow painted stones.** These have been reported to Highways by the Clerk.

**5.10 SWW concrete pillar.** The co-ordinates have been passed to South West Water for further investigation.

**5.11 Clothes Bank in aid of the Firefighters Charity in the overflow car park at Woolsery Sports and Community Hall.**

**5.12 Primary School Warning Light.** The Clerk attempted to report this via the DCC interactive website but required a photograph and accordingly she contacted Councillor S Hill, who is to provide this for the matter to receive further attention.

**5.13 Dog bins for Bucks Mills.** The Clerk has circulated details to Councillors from Glasdon UK and Advancedscape.

**5.14 Cleaning of the bus shelter at Bucks Cross.** The Clerk has enquired from TDC Waste Department if it would allow its operatives to undertake this task.

**5.15 Bucks Mills Notice Boards.** The Clerk has contacted TDC to ascertain if the notice boards are an asset on their Register.

**5.16 Grass Cutting Tender details checked relating to the Farmers Arms Junction.**

Highways invited to give an opinion and clarify if it is the Parish Council’s responsibility to cut the grass.

 In addition, the Clerk has advised Highways that the grit bin has been removed from its original location (and where this may still be noted on Highway records) to a site across the road, to enable the work by MXB to be carried out. Highways have been advised that the Parish Council does not have any objections to the bin being sited in the current location and has requested confirmation that it is in order with them.

**5.17 2021/22 Audit.** To note that external auditors P K F Littlejohn LLP have acknowledged the Certificate of Exemption.

To further note that the period for the exercise of electors rights concluded on 11/8/22.

**5.18 Display of approved Minutes – Parish Council notice board in the village.**

The Clerk has obtained permission from the Vicar and Churchwarden that a copy of the Minutes can be put in the church for people to read, particularly those who do not have access to a computer.

 The Clerk has circulated details of notice boards to Councillors should it be decided to purchase a larger one.

**5.19 Dell Vostro 5115 Laptop.** Hartland Parish Council has agreed to purchase the device for £450.00.

The Clerk has issued an Invoice.

**5.20 Asset Register.**

The event gazebo, originally purchased for the Queen’s Platinum Jubilee celebrations, has been added to the list, noting that it could be used for community events.

The Asset Register has been circulated to Councillors, updated to include the Village Green, two benches outside the Parish Church and one bench at East Park.

Councillors to approve the details or suggest further expansion of the details.

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

**6.1 Councillor S Hill – trends regarding the black bin bags**

**6.2 Councillor M Hill – photographs taken showing more buildings at the site to be sent to the Clerk to follow up with the Enforcement Department.**

**6.3 Councillor M Hill – inspection of overhanging hedges and vegetation in the vicinity of Copper Hill, together with opinion of decaying tree.**

**7. Planning Applications.**

**7.1** To consider the following Application:

 **1/1221/2021/FUL – Erection of one replacement dwelling and increased residential curtilage with parking pursuant to approval 1/0080/2020/AGMB) (Amended Plans) – Little Acres, Woolsery**

The deadline for the Parish Council’s response to TDC is 30/8/22. The Clerk has negotiated an extension so that the application can be considered at this meeting.

 All the relevant details can be viewed online at [www.torridge.gov.uk/planningonline](http://www.torridge.gov.uk/planningonline).

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

 **To note the following TDC Decision Notices:**

 **Approvals for:**

* **1/0692/2022/FUH –** Demolition of single storey lean-to and erection of two storey extension (Variation of condition 2 of Planning Approval 1/0294/2021/FUH) – Moormans, Woolsery
* **1/0690/2022/FUL –** Retrospective application for creation of driveway and change of use of land from agricultural to domestic for erection of domestic dog kennels/aviary (Variation of condition 2 of Planning Approval 1/1245/2021/FUL to allow access to holiday unit) – Walland Barn, Bucks Cross
* **1/0350/2022/FUL –** Erection of no. 1 holiday cabin – Plot 14, Forest Lakes, Woolsery
* **1/0765/2022/SOLPD –** Notification for prior approval for the installation of solar photovoltaic (PV) equipment on roof of building – Higher West Twon, Woolsery.

**7.3 Higher Town Enforcement.** Councillor M Hill.

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

**9. To note that there is to be an MXB Sub-Committee ahead of this Parish Council Meeting. Councillor Heywood to report.**

**10. Projects**

a. Planting of Wildflowers. Councillor Raffe

**11. Finances**

**11.1 Payments to be authorised:**

1. **Sue Squire:**

September 2022 salary £439.68

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

**Hartland Parish Council** Memorial Plaque for

defibrillator to be situated in Woolsery adopted telephone box **£18.00**

**Woolsery Sports and Community Hall.** Hire of Hall for

August & September meetings **£42.00**

1. **Income and Bank Account Balances** – to be tabled
2. **Smaller Authorities’ Audit Appointments (SAAA).** Option to opt out of the SAAA central external auditor appointment arrangements. Councillors have been circulated with the details and the Clerk will recommend that Woolsery Parish Council remains opted in.

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

**12.1 Bucks Mills – First Time Sewerage.** To note that a letter from TDC has been sent to owners of relevant dwellings within Bucks Mills.

TDC has invited Members to comment.

**12.2 Email from a member of the public expressing an interest in being co-opted onto the Parish Council.** They have been invited to the meeting to observe the Parish Council at work.

**12.3 Bradworthy Parish Council** is considering setting up a Speedwatch group, largely to control the speed of traffic along North Road where there is no pavement.

Woolsery Parish Council has been asked if there could be any opportunity for collaboration in establishing and managing a Speedwatch Team involving surrounding parishes. Experiences, costs and volunteers could be shared. One concern they do have is that volunteers may be liable to abuse from local residents who are caught and perhaps volunteers working in different surrounding parishes to their own might mitigate this risk.

**13. Date and time of next meeting:** Tuesday, 18 October 2022 at 7.30pm at Woolsery Sports and Community Hall.