

Notice is hereby given that

**A Parish Council Meeting of
Woolfardisworthy Parish Council is to be held on
Tuesday, 19 September 2023
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: 14 September 2023

**Members of the public wishing to speak on any item on the
Agenda may do so under 'Representations from the Public'. The
time limit for speaking is limited to 3 minutes.
The public are not permitted, under Standing Orders, to speak or
take part in the meeting before or after this item.**

**REVISED AGENDA
as a result of the second Planning Application
under Item 8.1.**

- 1. Public Comment Session**
An update is to be given on the log house at Higher Town Farm.
- 2. Apologies.** Councillor Beech.
- 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 or, if it is realised during the meeting that an interest has arisen, it must be declared at that time.
- 4. Minutes of the Parish Council meeting held on 15 August 2023 to be approved and signed as a true and accurate record.**
- 5. Clerk's Report:**
 - 5.1 Use of Woolsery Primary School Field.** A reply has been sent to the Chairman of the Governing Body as directed and an acknowledgement received.
 - 5.2 Overgrown hedges in Manor Park.** The Clerk has written to the home owner as directed.
 - 5.3 Letter to Ofcom regarding poor quality workmanship of Airband drafted by Councillor Heywood.** The letter has been sent to Ofcom with a copy to Connecting Devon & Somerset and the CEO of Airband as directed.
 - 5.4 Grit bin at Cranford.** The emails sent by residents to the Clerk have been acknowledged.
 - 5.5 Defibrillator at Bucks Cross.** The Clerk informed Webnos that the Parish Council would not be pursuing a replacement device from them.

South Western Ambulance Service Trust (SWAST) had been requested to provide a defibrillator and a reply received advising that due to the large number of Parishes in the area that had placed a similar order, there was a waiting list and a device could not be supplied until at least early 2024.

The Clerk informed Councillors and it was felt this was too long to wait. SWAST has been informed that the Parish Council wish to cancel the order.

In the circumstances, Webnos was requested to supply a defibrillator due to the urgency, which has been received together with confirmation that the details are live on the site.

To ratify a payment of £1,055.00 to Webnos, paid by BACS.

- 5.6 **Planning Application responses submitted including a request for more information on Application 1/0666/2023/FUL – construction of 1 no. dwelling – land at Higher Ashmansworthy, Woolsery.** *This application was considered at the August meeting but a response could not be supplied due to insufficient information and the planning officer has been requested to supply further details. A reminder for this has been sent which has resulted in an automated reply advising that the planning officer is not available. The Clerk has spoken to Planning Support Team at TDC and it has been confirmed that no further information has been received from the Agent or the Applicant. If the planning officer considers more information is required, this will be requested and the Parish Council will be reconsulted. It is known that the application is still being considered and there is the opportunity for the Parish Council to further consider this under Item 8.*

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

6.1 County Councillor J Wilton-Love

6.2 District Councillors.

6.3 Parish Councillors Councillors:

M Hill **Play area in the village**

B Beech (given in his absence)

Community Speed Watch.

Councillor Beech has completed his Speedwatch administration training. There has been email correspondence between Councillor Beech and the Devon & Cornwall Community Speed Watch Team who have advised that in order to complete the set up of the new group, they require the co-ordinator of each group (Cllr Beech) to complete a Neighbourhood Watch form. The form does not register anyone under the Neighbourhood Watch, but as a Community Speed watch (CSW) group under the Watch Association umbrella. Once the group is activated, others will see the group name '**Woolsery Parish Speedwatch Group**' shown on the choice menu when searching for the group on the website.

It is a requirement of registration that at least three more volunteers join the group. They too will need to complete the online training. A document called **Group Operator Registration Guide** has been provided which can be shared with new volunteers to help them through the process.

The group will also need to request 2 sites for approval. This is done via CSW online. The above Registration Guide explains how to do this. Once the sites have been approved for use and there is a minimum of four online trained volunteers registered to the team, CSW will arrange to get the speed monitoring kit sent out and arrange practical roadside training with the team. After this, the group will be ready to start conducting Speedwatch sessions. The latest news is that the Group position has been changed to 'enabled'.

A promotional short film showing what is involved with Speedwatch has been circulated to Councillors.

Parking problems in Manor Park. An email with photographs showing the extent of the problem has been sent to County Councillor Wilton-Love together with other emails from Councillor Beech.

D Hancock **Dog Bins / Notices.**

S Harding **(1) Toddler Play Area / funding details**
(2) Speaking to farmers about covers for slurry pits

R Heywood Bus Shelter at East Park

S Hill (1) Grit bin location at Cranford. The actual location to be advised in order that the Clerk can inform the Neighbourhood Highways Officer for approval, then submit a Locality Grant Application form to DCC from County Councillor Wilton-Love's allocation.

(2) Defibrillator in the former telephone box at Woolsery. Confirmation has been received from WebNos that this device has been added to the online Webnos Governance system for reporting on the defibrillator equipment.

**L Spittles (1) Defibrillator at Bucks Cross and registration with Webnos
(2) Facebook Posts**

S Salvidant

Parish Councillor Planning Training. Councillors attended a meeting organised by District Councillor Harding where a presentation was given by Head of TDC Planning, Helen Smith.

7. **MXB Sub-Committee.** To consider whether to discontinue the Sub Committee due to the amount of work in the village being much less than previously with significantly fewer items to discuss.
8. **Planning.** At the time of preparing the Agenda, there were no new planning applications to be considered.
- 8.1 **Application 1/0666/2023/FUL – construction of 1 no. dwelling – land at Higher Ashmansworthy, Woolsery.** Further information is being obtained to enable a response to be made.

Application 1/0604/2023/FULM – Erection of 250 holiday units, facilities building, lakes and associated infrastructure – land at Downland Farm, Bucks Cross.

This application is in the Parish of Clovelly and whilst Woolsery Parish Council has not been consulted as an adjoining Parish, the Parish Council can make representations if it wishes. The deadline date for responses was 3 September 2023 but due to this being a major application, TDC Planning Support has advised that the determination date is 7 November and representations can be received until then. TDC has been advised by the Clerk that representations are likely be submitted by Woolsery Parish Council.

- 8.2 **Planning Correspondence: Decisions, Enforcement & Appeals.**
To note the following TDC Decision Notices:
APPROVALS for:

- **Application 1/1302/2021/LBC – Part structural repair works (amended plans and information) – Brackenside, Bucks Cross.**
- **Application 1/0587/2023/FUL – Change of use of existing potting shed to a mixed use (agricultural/horticulture and for use for ancillary events and workshop) in connection with the surrounding garden farm – land at Grid Reference 233155 120571. Woolsery.**

9. **Affordable Housing.** Councillor M Hill

10. **Neighbourhood Plan.** Councillor M Hill

11. **Finances**

11.1 **Donation request from Life Education Wessex.**

To consider this request, deferred from the last meeting due to the accounts only being received on the day of the meeting, giving insufficient time for these to be considered. The Clerk has checked, as requested, if a donation has been given in the past, and this has not been the case.

11.2 **Payments to be authorised:**

a. **Sue Squire:**

September 2023 salary

£480.62

- | | | |
|---|---------|----------------|
| Expenses (broadband, mileage, stationery, photocopying) | £ 16.50 | £497.12 |
| b. HMRC PAYE | | £120.20 |
| c. Woolsery Sports and Community Hall. August meeting hire. | | £ 14.00 |
| d. Poppy Wreath. This is being organised between Mr D Blackmore-Heal and the Clerk who has arranged for the Woolsery Parish Council logo to feature in the centre of the wreath. Item 13.1 refers. | | £27.50 |
| e. To ratify a payment to DALC for the Annual Membership Fee of | | £320.97 |
| There was a problem with the original invoice not being received and a duplicate has been provided. | | |
| f. <u>Income and Bank Account Balances</u> – to be tabled | | |

12. To consider a response to items raised under the Public Session.

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

13.1 Mr D Blackmore-Heal regarding a Poppy Wreath for Woolsery. He has supplied one for Hartland and on checking the records, this Council has previously given a donation to the Royal British Legion (RBL) for a wreath. Last year, the Clerk purchased a wreath direct from the RBL's Poppy Shop, the payment for which was reimbursed to her.

13.2. TDC – New Street Naming and Numbering Policy. Email circulated on 11/9/23 giving details of the newly adopted Policy.

13.3 DCC Highways. Email circulated on 11/9/23 giving details of the DCC Stakeholder Liaison Team.

13.4 National Association of Local Councils (NALC). Email dated 30 August 2023 advising that a consultation has been launched to update the 2019 Model Financial Regulations for England and Wales.

The Association is working with The Parkinson Partnership LLP in connection with the update. The model Financial Regulations are part of a support package the local (parish and town) councils receive through their NALC and County Association (DALC) membership. They are an essential tool for councils of all sizes, setting out the framework within which the council ensures responsible, sustainable and compliant management of its finances.

NALC is seeking views on the technical aspects of the regulations. The responses will inform the revision and content of these regulations. The consultation will not result in any changes to existing legislation.

Views are invited to be submitted by 5 November 2023 and the Clerk has forwarded details to Councillors should Woolsery Parish Council wish to participate in the consultation.

14. Date and time of next meeting: Tuesday, 17 October 2023 at 7.30pm at Bucks Cross Village Hall.

The Clerk is on leave from 14 – 29 October and arrangements have been made for the meeting to be clerked by the former Clerk.