

Notice is hereby given that

**A Parish Council Meeting of
Woolfardisworthy Parish Council is to be held on
Tuesday, 15 August 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: 8 August 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.**

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 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 18 July 2023 to be approved and signed as a true and accurate record.**
5. **Clerk's Report:**
 - 5.1 **DCC's Proposal to scrap the Mobile Library Service.** The Clerk has been unable to sign the petition on behalf of the Parish Council as the system would not let her do this, having done this independently, even using a different email addresses.
 - 5.2 **Freedom of Information Act Request.** A reply has been sent as directed.
 - 5.3 **Woolsery Primary School / Field.** A reply from Ugborough Parish Council has been received and will be advised to Councillors.
 - 5.4 **Dog Waste Bins.** An article has been sent for inclusion in the Village News as directed. A reply has also been sent to TDC as directed.
 - 5.5 **The owner of Higher Town Farm has been invited to the meeting.**
 - 5.6 **A copy of the grass cutting area in the Parish has been forwarded to Councillors.**
 - 5.7 **Winslade Forestry Operation.** A reply has been sent to the Forestry Commission as directed.
 - 5.8 **Clerk for the October 2023 meeting.** Ms Lisa Hutchings has agreed to take the Minutes due to the Clerk's leave.
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:**

B Beech Community Speed Watch

D Hancock

S Harding

**R Heywood (1) Letter to Ofcom
(2) Bus Shelter at East Park**

M Hill (1) Play area in the village

**S Hill (1) grit bin location at Cranford
(2) Webnos defibrillator reporting
(3) Clothes Bank**

L Spittles

S Salvidant

7. Update from MXB Sub-Committee.

8. Planning.

8.1 To consider the following applications:

1/0587/2023/FULL – 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.

[The Clerk has arranged with the planning officer that the Parish Council's response can be received after the deadline date of 11 August 2023.](#)

Link to website: <https://publicaccess.torridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RWCN7NQKIDI00>

1/0666/2023/FULL - Construction of 1 no. dwelling - Land At Higher Ashmansworthy Woolsery Bideford Devon EX39 5RE

[The deadline date for the Parish Council's response is 24 August 2023.](#)

Link to website: <http://publicaccess.torridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RXD236QKION00>

8.2 Planning Correspondence: Decisions, Enforcement & Appeals.

To note the following TDC Decision Notice:

Approval for Application 1/0319/2023/FUL – Four holiday lodges with parking, extension to existing access – Forest Lakes, Woolsery.

9. Affordable Housing. Councillor M Hill

10. Neighbourhood Plan. Councillor M Hill

11. Finances

11.1 To consider a request for a donation by Life Education Wessex.

The details have been circulated to Councillors and Life Education has been requested to provide a copy of the latest set of accounts to meet the criteria laid down for Parish Councils to follow when requests of this nature are received.

11.2 Payments to be authorised:

a. Sue Squire:

August 2023 salary	£480.62	
Expenses (broadband, mileage, stationery, photocopying)	£ 16.50	£497.12

b. **HMRC PAYE**

£120.20

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

d. **2022/23 Audit.**

To note that the Certificate of Exemption on the Annual Governance and Accountability Return has been submitted to the external auditor, P K F Littlejohn LLP who have confirmed that this has been logged and noted that the Parish Council qualifies for exempt status.

To note that the internal audit has been carried out by Westcotts Chartered Accountants. All items were found to be in order with no issues raised.

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

12.1 TDC – Email regarding coast protection works to Lower Sea Wall at Bucks Mills. Details have been circulated to Councillors.

13. Date and time of next meeting: Tuesday, 19 September 2023 at 7.30pm at Woolsery Sports and Community Hall.