

**Minutes of Woolsey Parish Council Meeting held on Tuesday, 17 January 2023  
in Bucks Cross Village Hall at 7.30pm.**

<p><b>Chaired by: Councillor L Spittles</b></p>	<p><b>Clerked by: Mrs Sue Squire</b></p>	
<p><b>Present: Councillors</b></p> <p><b>B Beech</b>  <b>D Hancock</b>  <b>S Harding (District)</b>  <b>R Heywood</b>  <b>S Hill</b>  <b>L Spittles</b>  <b>S Salvidant</b></p> <p><b>County Councillor J Wilton-Love from Minute No. 22/23.092</b></p> <p><b>District Councillor A Dart</b></p> <p><b>6 Members of the public</b></p>	<p><b>Agenda: -</b></p> <p>Public Comment Session          Apologies          Declaration of Interests          Approval of the Minutes of the Parish Council meeting held on 20 December 2022 and 5 January 2023          Clerk's Report          Reports from County, District &amp; Parish Councillors          Planning Applications &amp; Correspondence          Affordable Housing          Neighbourhood Plan          Update from MXB Sub-Committee          Finances          Correspondence Received          Response to correspondence received and included under the Public Comment Session          Date and time of next meeting</p>	
		<p><b>Action:</b></p>
<p><b>22/23.077</b></p>	<p><b>Public Comment Session.</b></p> <p><b>22/23.077.1 An update was requested regarding the Fitzroy barometer.</b>          The Chairman advised that the item was an asset of the Parish Council and has been added to the Listed Building Register so it would remain in place on the wall, as at present.</p> <p><b>22/23.077.2 The road at Ashmansworthy is breaking up which has been reported.</b>          There was a general discussion about potholes and the way they are repaired.</p> <p><b>22/23.077.3 Gullies have not been cleared causing flooding.</b>          It was suggested that the resident reports this to DCC Highways.</p> <p><b>22/23.077.4 Who is responsible for looking after the block built bus shelters at Bucks Cross?</b>          The resident advised that Woolsey Parish Council paid for it and the reply given at the meeting informed the resident that after making enquiries, DCC had confirmed it belonged to them and it would not be maintained.</p> <p><b>22/23.077.5 Email from a resident regarding Higher Town Farm.</b>          This was further discussed under Minute No. 22/23.094.1.</p> <p><b>22/23.077.6 Email from a resident regarding the procedure for advertising the meeting on 5/1/23.</b> This was noted and it was confirmed that the procedure was properly followed.</p> <p><b>22/23.077.7 Email from a resident addressed to the Clerk which had been circulated to Councillors.</b> A draft reply had been prepared for Councillors to agree.</p> <p><b>22/23.077.8 Copy correspondence from a resident to TDC regarding the Manor Inn Planning Application.</b> Noted.</p>	<p>To be on the February Agenda for further discussion</p>
	<p><b>Interruption of Meeting.</b></p> <p>A parishioner interrupted the meeting in an aggressive manner to demand that the Chair stop the Councillors from using their mobile devices, he would not allow the Chair to respond so the Chair instigated the reading of Stage 3 of the Unreasonable Behaviour Policy and Guidelines as follows:</p> <p>"No person(s) shall obstruct the transaction of business at a meeting or behave offensively or improperly. If this standing order is ignored, the chairman of the meeting shall request such person(s)(s) to moderate or improve their conduct."</p> <p>When the parishioner allowed the Chair to speak he was informed that the Councillors used their</p>	

	mobile devices to access minutes and agendas and they would not be requested to turn them off.	
<b>22/23.078</b>	<p><b>Apologies.</b> Councillor M Hill.</p> <p>Councillor S Raffe had tendered his resignation from the Council, the MXB Sub Committee and as Footpath Warden in connection with the Parish Paths Partnership Scheme.</p> <p>The Parish Paths Partnership Scheme Annual Survey has to be completed and returned to Devon County Council Public Rights of Way (PRoW) Department by 13 February 2023.</p> <p>Councillors were asked if they can walk the Public Footpaths / Bridleways / Byways and complete the relevant form for that path, noting if any work is required.</p> <p>The Clerk brought the Survey Forms together with small maps and has arranged for the Public Rights of Way Head of Department provide larger copies of maps showing the public footpaths.</p> <p>Councillor Spittles advised that the DCC PRoW Warden would be surveying Footpath 9 due to a broken gate.</p> <p>Councillor Beech, Hancock and Heywood offered to walk the footpaths and complete the survey forms.</p> <p>With the aid of a footpath map in Councillor Spittle's possession, the following paths were identified:</p> <ol style="list-style-type: none"> <li>1 – Copper Hill to West Town - Councillor Hancock</li> <li>2 – To Kennerland – Councillor Hancock</li> <li>3 – Muddy Lane</li> <li>4 – n/a</li> <li>5 – Ashmansworthy to corner near Hole Barn Lane</li> <li>6 – Huddisford to Country Club</li> <li>7 – Bucks Cross to Bucks Barton</li> <li>8 – Steart Wood</li> <li>9 – Moor Head to West Moor (broken gate)</li> <li>10 – Hole to Gorrell – Councillor Heywood</li> <li>11 – Leworthy Mill</li> <li>12 – Higher Alminstone Farm</li> <li>13 – Bucks Barton</li> <li>14 – Bucks Mills to the Kiln</li> </ol> <p>The Clerk will complete and return the expenditure form which will have a 'nil' amount as there has been no expenditure on Public Footpaths, Bridleways or Byways in the Parish in the past year.</p>	BB / DH / RH
<b>22/23.079</b>	<b>Declarations of Interest.</b> None.	Clerk
<b>22/23.080</b>	<p><b>Approval of the Minutes of the Parish Council Meetings held on 20 December 2022 and 5 January 2023.</b></p> <p><b>Approved and signed as a correct record.</b></p> <p><b>Proposed by Councillor S Hill</b></p> <p><b>Seconded by Councillor Heywood and unanimously agreed.</b></p>	
<b>22/23.081</b>	<b>Clerk's Report.</b>	
<b>22/23.081.1</b>	<b>Dog Bins for Bucks Mills.</b> The Clerk is in email correspondence with TDC about an additional dog bin in the mini car park halfway up the hill.	
<b>22/23.081.2</b>	<p><b>Woolsey Primary School.</b> The Chair of Governors has sent a reply to the insurers question which advised that the playing field is owned by The Atlantic Coast Co-operative Trust with maintenance carried out by Woolsey Primary School.</p> <p>Currently there is no formal agreement in place between WPS and WPC.</p> <p>The Clerk to ask DALC for a reply and respond to the Governors advising that legal advice continues to be sought.</p>	Clerk
<b>22/23.081.3</b>	<p><b>Defibrillator and cabinet in former BT Telephone Box in Woolsey.</b></p> <p>These have been received by the Clerk who brought them to the Planning Meeting on 5/1/23. Several names of electricians were mentioned for the Clerk to contact for a quotation to fix the device.</p>	Clerk
<b>22/23.081.4</b>	<b>BT Concrete Pillar on the road from Woolsey to Clovelly.</b> A reminder has been sent to BT for	

	a reply.	
<b>22/23.081.5</b>	<b>Black Refuse Bags.</b> Distribution day is Saturday 11 February 2023. 10-12. Councillor S Hill to recirculate the arrangements regarding leaflets to be included, and the wording.	SH
<b>22/23.081.6</b>	<b>Bucks Cross Notice Boards.</b> Mr B Butler has confirmed that he will contact Mr C Braund so that a meeting with him and residents can be organised.	
<b>22/23.081.7</b>	<b>Bucks Straight Lighting.</b> The Clerk is waiting for a reply from DCC Lighting Department regarding the timing of the lights being on and one street light that appears to have been knocked or moved, causing the light to shine differently from others.	
<b>22/23.082</b>	<b>Reports from County Councillor, District Councillors and Parish Councillors.</b>	
<b>22/23.082.1</b>	<b>County Councillor J Wilton-Love.</b> Due to the number of potholes being reported, Highways are struggling to deal with them, and those that were repaired following the bad weather in December are breaking up again. Alternative ways of repairing them are being looked at.  There had been a pre-budget meeting for County Councillors where it was confirmed DCC will have a balanced budget and services will not be affected.  Mention was made of the Clerk's email to him about additional grit bins for the Parish where he had replied that DCC cannot afford any and that he would fund them from his Locality Budget.  The two bins at Bucks Mills were full as no one can access them because Bucks Hill was too slippery. There are insufficient bins in Woolserly, totalling 2 (one by the school and by at Manor Park). There are none at Cranford and Ashmansworthy.	Clerk to liaise with Cty Cllr
<b>22/23.082.2</b>	<b>District Councillors</b> <b>Councillor Dart:</b> When people go to vote in May they may need photo ID such as a Passport or Driving Licence.  <b>Councillor Harding:</b> TDC has a Council Tax support package in place and other ways to help people, who should contact TDC direct.  It is possible for him to call in Planning Application 1/1181/2022/OUT – Outline application for 5 no. dwellings with all matters reserved except access – land to the West of Cranford House, Cranford, Woolserly.  The broadband company Airband are planning to install poles to connect local properties.	
<b>22/23.082.3</b>	<b>Councillor Heywood</b> is drafting a letter to Ofcom conveying concern about the workmanship of Airband, for approval at this meeting.  The order for grit salt requested by the Clerk had not yet been received.	RH
<b>22/23.082.3a</b>	<b>Councillor Heywood</b> spoke about an additional bus shelter at East Park where children congregate for the school bus. He will make enquiries for the item to be discussed at the next meeting.	RH / February Agenda
<b>22/23.082.4</b>	<b>Councillor Harding</b> has received confirmation that the 30mph speed sign on the Woolserly – Clovelly road has been repaired.	
<b>22/23.082.5</b>	<b>Councillor Hancock</b> advised he had not been able to speak to the car owner in Manor Park where parking issues are being experienced.  Separately, the Clerk has advised the PCSO of the times when the vehicle is parked which causes problems.  There is a lot of traffic going through Manor Park due to the road closure. No cones or signage is in place and the grass is being churned up. The District Councillor suggested cones were put on the grass to prevent vehicles using this as a route.  It was known that DCC Highways would not attend to this and lay people who were willing to take this on would have to have relevant training first.	

22/23. 082.6	<b>Councillor M Hill</b> had confirmed that the village planter sponsorship plaques had been produced.	February Agenda
22/23. 082.7	<b>Councillor M Hill</b> to confirm that he has contacted TDC regarding the ownership position with the Land Registry relating to land in Woolsey. There was no further information known.	February Agenda
22/23. 082.8	<b>Councillor S Hill</b> had been approached as to whether the Parish Council was planning to organize an event to celebrate King Charles III Coronation. She was willing to do this and encouraged others to help.	
22/23. 082.9	<b>Councillor S Hill</b> spoke about the closure of Chapel Street and was advised this would be covered under the MXB Report.	
22/23. 082.10	<b>Councillor Salvidant</b> had forwarded photographs of the stone dumped at the base of the repaired Lime Kiln at Bucks Mills, rubbish on the beach, poor state of huts, dumped rubble in the car park and abandoned road closure signs. These had been forwarded to the Chief Executive of TDC and others, including County Councillor Wilton-Love who was arranging for the abandoned road signs to be collected.	
22/23. 082.11	<b>Councillor Spittles</b> suggested the residents would be able to take salt from grit bins when they are easier to access.	
22/23. 088	<b>Planning Applications.</b>	
22/23. 088.1	<b>None to consider.</b>	
22/23. 088.2	<b>Planning Correspondence: Decisions, Enforcement &amp; Appeals.</b>	
22/23. 088.2.1	<b>Application 1/0838/2021/FUL – Change of use of land to Animal Rescue Centre including erection of office building and animal shelters – land at Grid Reference 233424 118058, Woolsey.</b> It was noted that the Planning Appeal has been dismissed and the Application has subsequently been refused. The Clerk had enquired from the planning officer if, in these circumstances, the file will be passed to the Enforcement Department but had not received a reply.  <b><i>Standing Orders were suspended to allow a member of the public to speak.</i></b> An enquiry was made in connection with the Animal Rescue Centre, about what had happened regarding the plot of land next to the Rescue Centre, and was advised this was a civil matter.  <b><i>Standing Orders were reinstated</i></b>	District Cllr Dart to follow up
22/23. 088.2.2	<b>Cornerstone.</b> Proposed upgrade to existing radio base station installation at Higher West Town Farm, Woolsey. Details had been circulated to Councillors.	
22/23. 088.2.3	<b>The following TDC Decision Notices were noted:</b> <b>Approvals for:</b> <ul style="list-style-type: none"> <li>❖ <b>Application 1/0368/2022/FUL</b> – Proposed new bakery and public space, along with new garden enclosure to Variation of condition 4 of Planning Approval 1/0410/2021/FUL (Bakery use and Hours Restriction) – land adj. The Post Office, Chapel Street, Woolsey.</li> <li>❖ <b>Application 1/1023/2022/FUL</b> – Part retrospective application for the change of use of agricultural land to residential garden – land at 3 Lower Town, Woolsey</li> <li>❖ <b>Application 1/1020/2022/FUL</b> – Erection of commercial storage building – CES Wise Shotblast Services, Newpark Workshop, Woolsey, EX39 5QT</li> </ul>	
22/23. 089	<b>Affordable Housing.</b> Councillor M Hill – deferred to the February meeting.	February Agenda
22/23. 090	<b>Neighbourhood Plan.</b> Councillor M Hill – deferred to the February meeting.	February Agenda
22/23. 091	<b>Update from MXB Sub-Committee.</b> Councillor R Heywood advised: <ul style="list-style-type: none"> <li>▪ Planning permission had been given for the Bakery with the opening hours applied for subject to review of noise being emitted and keeping noise levels low</li> <li>▪ The application for sheds had been further postponed while Environment Agency regulations were awaited</li> <li>▪ The road closure in Woolsey was currently in force. There will be a pedestrian path at all times. After this closure, Chapel Street will be closed for a proposed four week period,</li> </ul>	

	<p>again with a pedestrian path provided, and it was hoped that the work would be completed earlier than four weeks</p> <ul style="list-style-type: none"> <li>▪ MXB are checking with Highways about permission for the flower bed and the reason why the Parish Council had not been informed</li> <li>▪ Efforts are focused on opening the shop again with the Farm and Manor completed</li> <li>▪ Councillor S Raffe had resigned as a Councillor and Committee Member and it would be necessary to elect a replacement Councillor to the Committee</li> <li>▪ The next meeting was scheduled for February and would take place only if necessary</li> </ul>					
22/23.092	<b>Finance.</b>					
22/23.092.1	<p><b>Payments.</b>  <b>The following payments were approved and authorised.</b>  <b>Proposed by Councillor Spittles</b>  <b>Seconded by Councillor S Hill and unanimously agreed.</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"><b>Sue Squire</b> January salary (£439.68); administration expenses (£19.90)</td> <td style="text-align: right;"><b>£459.58</b></td> </tr> <tr> <td><b>Woolsey Sports &amp; Community Hall</b> Room hire for November &amp; December</td> <td style="text-align: right;"><b>£ 42.00</b></td> </tr> </table>	<b>Sue Squire</b> January salary (£439.68); administration expenses (£19.90)	<b>£459.58</b>	<b>Woolsey Sports &amp; Community Hall</b> Room hire for November & December	<b>£ 42.00</b>	Clerk
<b>Sue Squire</b> January salary (£439.68); administration expenses (£19.90)	<b>£459.58</b>					
<b>Woolsey Sports &amp; Community Hall</b> Room hire for November & December	<b>£ 42.00</b>					
22/23.092.2	<p><b>Balances:</b>  <b>NatWest Current Account as at 17 January 2023: £983.19</b>  <b>NatWest Business Reserve Account as at 17 January 2023: £24,534.82</b>  Monthly interest of £13.36 was added on 30/12/22.</p>					
22/23.092.3	<p><b>To agree the 2023/24 Budget &amp; Precept.</b> Councillors had partially discussed this at the meeting on 20 December 2022 and preferred to make a final decision after the Precept ready reckoner had been received from TDC for which there had been a delay in circulating due to the TDC full Council meeting having to be postponed because of snow and ice.</p> <p><b>Proposed by Councillor Spittles that the 2023/24 Precept remains unaltered at £15,002.00.</b>  <b>Seconded by Councillor Salvidant and unanimously agreed.</b></p> <p><b>Proposed by Councillor S Hill to agree the 2023/24 Budget.</b>  <b>Seconded by Councillor Spittles and unanimously agreed.</b></p>	Clerk to complete forms and return to TDC				
22/23.092.4	<b>Parish Council Annual Grants.</b> The Clerk has contacted various organisations who usually receive a grant to remind them that the deadline date is 11 February 2023.					
22/23.093	<p><b>Correspondence received.</b> Emails from various agencies have been forwarded to Councillors. There had been email correspondence about Agendas being placed in the Parish Church for information, but this was proving problematic. It was suggested that this idea was abandoned and a copy placed in the telephone box which the Parish Council has recently adopted which was felt to be a very acceptable solution.</p>	Clerk to advise the Parish Church				
22/23.094	<b>Response to correspondence received and included under the Public Comment Session.</b>					
22/23.094.1	<p><b>Email from resident regarding Higher Town Farm.</b> This advised that the resident had instructed an estate agent to sell the Log House and dismantle and remove. For the record after reading your Council Minutes, my Mother passed away 3 years ago and not 11 as stated in your Minutes and no one has lived in the house since then. <i>This was noted.</i></p>					
22/23.094.2	<p><b>Email from a resident regarding the procedure for advertising the meeting on 5/1/23.</b> After checking the details, confirmation was given that the meeting had been correctly advertised.</p>					
22/23.094.3	<p><b>Email from a resident to the Clerk.</b> A reply had been drafted and circulated to Councillors and TDC Monitoring Officer for approval.</p>	Clerk to send				
22/23.094.4	<p><b>Copy correspondence from a resident to TDC regarding the Manor Inn Planning Application.</b> This was noted.</p>					
22/23.095	<p><b>Date and time of next meeting:</b> Tuesday, 21 February 2023 at 7.30pm in Bucks Cross Village Hall.</p> <p>The meeting ended at 9pm.</p>					

**Summary of Decisions:**

- **Minutes of the Parish Council Meetings held on 20 December 2022 and 5 January 2023**
- **Payments**
- **2023/24 Precept to remain unaltered at £15,002.00**
- **2023/24 Budget**

**These Minutes are agreed by those present as being a true record.**

Signed:  
Chair of Woolsey Parish Council.

Date: