

*Notice is hereby given that*

**The Annual Parish Council Meeting of  
Woolfardisworthy Parish Council is to be held on  
Tuesday, 24 May 2022  
in Woolserly Sports and 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: 18 May 2022

## **AGENDA**

1. **Election of Chairman**
2. **Chairman to read and sign the Declaration of Acceptance of Office**
3. **Election of Vice Chairman**
4. **Vice Chairman to read and sign the Declaration of Acceptance of Office**
5. **Co-option of Parish Councillor.**  
A letter of request has been received to fill the vacant seat on the Council.
6. **Election of Parish Representatives**
7. **Agreement by Councillors to receive communications by email**
8. **Public Comment Session**
- 8.1 **Representations received regarding Delphi Estates Land Registration - Woolserly**
9. **Apologies.**
10. **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.
11. **Minutes of the Parish Council meeting held on 19 April 2022 to be approved and signed as a true and accurate record.**
12. **Clerk's Report**  
*The items listed below are for information updates only:*
- 12.1 **Freedom of Information Act Request.** The Clerk is in correspondence with the Enforcement Officers in this regard and a reply is expected in time to report at the meeting.
- 12.2 **Highways.**
  - a) **Road between Woolserly and Bradworthy.**  
Email sent to Bradworthy Parish Council. Reply awaited.

- b) **Railing and post at Venn Bridge.** Reported via the DCC interactive map.
- c) **Large sign blown down by Storm Eunice.** Reported via the DCC interactive map.

**12.3 Adoption of BT Telephone Box in Woolsery.** Confirmation is awaited from BT that the telephony has been removed.

**12.4 Bucks Mills – Fencing.** The Neighbourhood Highways Officer has provided photos and an estimated map of the fencing which DCC will be replacing where safety issues have been highlighted.

The carriageway has been marked to show the extend of the fencing works that will be funded.

The Woodland Trust has set aside a grant and if to be used with these works, the Parish will need to highlight which sections of further fencing they would like to be completed, this funding will not cover the rest of the works.

**12.5 Enquiry regarding charge for hire of room for meetings.** The invoice for the hire of the Hall is correct and can be paid.

**12.6 Beach Huts at Bucks Mills.** TDC has replied and the details circulated to Councillors.

**12.7 Impact damage to Bucks Cross Village Gateway.** There is no further information as to when the work will be done and a further reminder has been sent.

**12.8 Enforcement – Higher Town Farm.** The Clerk is in correspondence with TDC Enforcement Officers.

**12.9 Rainbows End Animal Rescue Centre.** TDC Legal Department has been requested to give advice on a proposed Facebook post.

**12.10 Defibrillator in the telephone box.** It has been ascertained that the Luckett family are donating £3,000 towards defibrillators in Hartland, Woolsery and Welcombe. The funds will be transferred to the Hartland Parish Clerk who will transfer £1,000 to Woolsery and Welcombe Parish Councils.

When the defibrillator is installed, a photo opportunity is requested.

**12.8 Written Reports on training events attended – to follow**

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

**13.1 Councillor Salvident – SWW Sewage Application for Bucks Mills.**

To advise if enquiries to TDC support the Parish Council contacting Ofwat.

It is understood that SWW are due to announce the outcome of the FTS scheme application on 19 May 2022.

**13.2 Councillor Spittles.** Report on North Devon UNESCO Biosphere Team Webinar.

**14. Planning Applications.** To consider the following:

**1/0455/2022/FUL – Erection of garage with workshop over position on existing drive access (resubmission of 1/0949/2021/FUL) – The Old Stables, Woolsery**  
[The deadline for the Parish Council's response is 2 June 2022.](#)

**All the relevant details can be viewed online at**

[www.torridge.gov.uk/planningonline](http://www.torridge.gov.uk/planningonline)

**1/0394/2022/FUL – Retrospective application for the creation of drive way to serve Walland Barn and holiday cottage (engineering works) and erection of domestic dog kennels / aviary (resubmission of 1/1245.2021/FUL) – Walland Barn, Bucks Cross**

The deadline for the Parish Council's response is 13 May 2022 and the Clerk has negotiated with the planning officer for an extension.

All the relevant details can be viewed online at

[www.torridge.gov.uk/planningonline](http://www.torridge.gov.uk/planningonline)

#### **14.2 Planning Correspondence: Decisions, Enforcement & Appeals.**

To note the following TDC Decision Notices:

Approval for:

- **Application 1/0239/2022/FUL** – Repair and rebuilding of storm damaged outbuilding / shed with replacement roofing – Mill Cottage, Bucks Mills, Bideford.

#### **15. Progress of Highway Issues**

- a. Priority Roads for 2022/23. The list has been recirculated to Councillors and suggestions made.

##### **Bucks Cross**

- **Bucks Mills - Waterfall Sign.** Councillor M Hill

#### **16. Affordable Housing.** Councillor M Hill

#### **17. Update from MXB Sub-Committee held ahead of this Parish Council Meeting (Cllr Heywood)**

#### **18. Projects**

- a. Planting of Wildflowers. Councillor Raffe

#### **19. The Queen's Platinum Jubilee**

To receive an update of the present position.

An invitation has been received from the Churchwarden of All Hallows Church for the Chairman and Councillors to join a service on Sunday, 5 June at 11am to celebrate Her Majesty's Jubilee celebration. The service will be entirely focused on the Jubilee and it is hoped that the Chairman or another Councillor would like to say a few words to the congregation.

#### **20. Finances**

##### **20.1 Payments to be authorised:**

##### **a. Sue Squire:**

|   |         |                |
|---|---------|----------------|
| May 2022 salary                             | £439.68 |                |
| Expenses (broadband, mileage, photocopying) | £ 27.25 | <b>£466.93</b> |

|   |  |                |
|---|--|----------------|
| <b>b. Woolsery Village Hall</b> Hire of room for meetings |  | <b>£ 42.00</b> |
|---|--|----------------|

|  |  |                |
|--|--|----------------|
| <b>c. 123 Reg</b> Website domain name renewal on 27/5/22 |  | <b>£ 14.39</b> |
|--|--|----------------|

*The Clerk has received a telephone call from 123 Reg who has requested that Councillors consider upgrading or renewing the website which was constructed in 2011. To further consider this suggestion.*

|   |  |                |
|---|--|----------------|
| <b>d.</b> To ratify a payment to HMRC for PAYE due on a quarterly basis |  | <b>£109.92</b> |
|---|--|----------------|

- e. To ratify a payment to Dash UK in respect of Jubilee mugs **£743.40**

**Payment of 2022/23 Grants**

| <b>Local Organisations</b>                            |         |
|---|---------|
| Woolsery Primary School                               | £150.00 |
| 1 <sup>st</sup> Woolsery Scout Group                  | £150.00 |
| The Good Companions                                   | £100.00 |
| All Hallows Church                                    | £150.00 |
| Friends of Woolsery School (FOWS)                     | £150.00 |
| Woolsery Youth Club                                   | £150.00 |
| Bucks Cross Village Hall                              | £150.00 |
| Project Linus   | £150.00 |
|   |         |
| <b>External Organisations</b>                         |         |
| Torrige, North, Mid and West Devon Citizens Advice    | £150.00 |
| South West Heritage Trust – North Devon Record Office | £ 50.00 |
| Torrige Volunteer Cars                                | £150.00 |

- f. **Income and Bank Account Balances** – to be tabled

**20.2 To approve the accounts for the year ended 31 March 2022**

**20.3 2021/22 Audit.**

**20.3.1 To approve the Certificate of Exemption**

**20.3.2 To approve Section 1 of the Annual Governance and Accountability Return**

**20.3.3 To approve Section 2 of the Annual Governance and Accountability Return**

**20.3.4 To approve the 2022 Statement of Internal Control**

**20.4 To note that the sum of £7,501.00 has been credited to the current account in respect of the first tranche of the 2022/23 Precept.**

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

**21.1 Bradworthy Parish Council.** Email received advising that several years ago, Woolsery Parish Council agreed to give its TAP (Town and Parish Fund) monies to Bradworthy towards the provision of some outdoor adult gym equipment. The project is not now going to proceed and Bradworthy Parish Clerk is ascertaining from TDC if the monies can be diverted to a different project.  
In the meantime, Woolsery Parish Council will receive its contribution of £1,000. The Parish Council will be advised when TDC has indicated what can be done with the funds.

**22. Date and time of next meeting:** Tuesday, 21 June 2022 at 7.30pm at Woolsery Sports and Community Centre.