

**A Parish Council Meeting of  
Woolfardisworthy Parish Council is to be held on  
Tuesday, 17 December 2024 in  
Woolsey 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: 10 December 2024

**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.**

**1. Public Comment Session**

**1.1 Representations that the clothes bank is overflowing.**

The Clerk has contacted Elm Tree Textiles asking for it to be emptied and reminding them that the arrangement is for a fortnightly empty.

**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.**

**4.1 Minutes of the Parish Council Meeting held on 26 November 2024 to be approved and signed as a true and accurate record.**

**5. To consider items raised at the last meeting:**

**5.1 2025 Black bag distribution / 2025 Annual Parish Meeting format.** To discuss further.

**5.2 North Devon Coast National Landscape (NDCNL), formerly the AONB.**

Presentation at the January 2025 meeting at Bucks Cross Village Hall.

To make arrangements to advertise the event.

**5.3 Ministry of Housing, Communities & Local Government. Open Consultation enabling remote attendance and proxy voting at local authority meetings.**

To make a decision on the representations to be sent.

**6. Clerk's Report:**

**6.1 Bus Shelter at East Park.** The Clerk will advise that no response has been received from Westward Housing Association as to whether they have any objections to the shelter being constructed on this site.

**6.2 Airband.** The Clerk has asked what NF019 means. A reply has been received and circulated to Councillors.

To agree that the Wayleave is signed.

**6.3 Further enquiries had been made regarding the current position regarding the SWW First Time Sewerage Application for Bucks Mills.**

- 6.4 Information Board at Bucks Mills car park.** The Clerk is currently making enquiries about a grant.
- 6.5 South West Water – Upgrading of the sewerage system in Woolsery.**  
A reply has been requested by the date of the meeting.
- 6.6 Submitted planning responses to TDC**
- 6.7 Made payments**
- 6.8 Requested a presentation in connection with an Emergency Plan from Devon Communities Together who thought that a joint presentation at Woolsery inviting neighbouring Parishes would be beneficial.**
- 6.9 Devon Wildlife Trust - Free Tree.** The first choice of a Bird Cherry was not available but the second choice of a Hornbeam had been reserved for the Parish Council.  
Devon Wildlife Trust will advise some dates in January regarding the delivery / collection arrangements.
- 6.10 Admissions, Transport and Relevant Areas Consultation – Education and Families – Atlantic Academy and Bideford College Catchment Area.**  
The consultation is open until 10/1/25 and can be found on the following link:  
<https://www.devon.gov.uk/schcomms/sc/122024-8603/>
- 6.11 AGR Applications.** TDC was asked why the Parish Council is not consulted on this type of application, and the reply, circulated to Councillors was:  
'AGR applications are Prior Approval and so the officer is checking to see if it meets the requirements in Part 6 of the GPDO. The applications must be determined within 28 days and consultation isn't set out and required like how it is for other prior approval applications. Therefore, it's just that it's not required to consult the Parish Council for these applications'.
- 6.12 Letter to the Government to support small farms / Inheritance Tax implications.**  
The letter is in the process of being drafted.
- 6.10 Asked for more details in connection with SWW's upgrading of the sewerage system in Woolsery.** The reply, circulated to Councillors on 10/12/24 was as follows:  
*The scheme is designed to reduce our reliance on storm overflows as part of a significant investment in the region to improve the quality of our rivers and seas.*
- The work is to construct a storm tank which will hold excess water during periods of wet weather, and then release it for treatment at a controlled rate to avoid overwhelming the treatment works and spilling. It will not increase the treatment flow of the works, and is limited to the treatment works – we are not be making any changes to the storm drain infrastructure at this time.*
- The driver for this scheme is to reduce spills to the environment, not to increase capacity for treatment, so it would not have any influence on, or increase the possibility of, any future development.*
- Unfortunately South West water are not a statutory consultee on Planning issues and therefore cannot comment on developments, we simply have to deal with them as they occur and we do not generally upgrade works with a view to allowing potential development in an area.*
- I hope this answers the councillors questions but feel free to ask if you need any more information.*
- 6.14 Overgrown trees at Old Market Drive and Church Green.**  
The Tender had been circulated to Councillors.  
To make a decision to proceed.
- 7. Reports from County, District Councillors and Parish Councillors**
- 7.1 County Councillor J Wilton-Love.**
- 7.2 District Councillors.**
- 7.3 Parish Councillors**  
**M Hill**
- (1) Housing Needs Survey.** Details will be given regarding printing costs.
- D Hancock Home Guard huts.** To advise on his conversation with the landowner.

**R Heywood** (1) **To discuss Councillors' allowances providing a range of suggested options.** Deferred to the December meeting.

**S Hill** (1) **Dog Bins.** To confirm that she has checked with Councillor Hancock that the details (photographs) have been sent to the Clerk for further attention.  
(2) **Grit Bin at Cranford Water.** To confirm that she has checked that the email has been sent to the Clerk for further attention.

**S Salvidant**

**L Spittles** (1) **An email of support has been sent on behalf of the Parish Council to County Councillor Wilton-Love regarding the Highways maintenance service and the tender process.** The Parish Council has confirmed that it does not agree with the recommendation not to re-tender the service.

(2). **Huts at Bucks Mills.** Further correspondence has been received and will be advised.

## **8. Planning.**

**8.1** To consider the following applications:

**1/0980/2024/FUL – Erection of 1 no. supervisory dwelling – land at Forest Lakes, Marshall Farm, Woolsery.**

[The deadline date for the Parish Council's response is 3/1/25.](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

**1/1057/2024/FUL – Erection of extension – Brambles, Bucks Cross.**

[The deadline date for the Parish Council's response is 4/1/25.](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

## **8.2 Planning Correspondence: Decision Notices; Withdrawn Application.**

### **8.2.1 TDC Decision Notices:**

- **Approval for 1/0733/2024/FUL – Change of use from an existing caravan business site to an operational depot (Class B8 – storage and distribution) (amended description) – Hill Top Caravans, Bucks Cross.**
- **Approval for 1/0836/2024/FUL – Installation of PVCu conservatory to the front of the property – Knivers Meadow, Woolsery.**

**8.2.2 Application 1/0794/2024/FUL – Demolish existing Nissan Hut and erection of 1 no. log cabin dwelling (self build) – Building at Dipple Farm, Woolsery.** The application has been withdrawn.

## **9. Finances.**

### **9.1 Payments to be authorised:**

- a. **Sue Squire:**

December 2024 salary	£510.93	
Expenses (broadband/photocopying/mileage)	£ 15.75	<b>£526.68</b>
- b. **HMRC PAYE** **£127.60**
- c. **Stacey's Christmas Tree Farm.** Supply of 1 x 15' Christmas Tree **£105.00**
- d. **Mr R Stoneman.** Grass cutting July – November 2024 **£1,300.00**
- e. **To award the Tender for maintenance of bus shelters at Woolsery and Bucks Cross.**  
Councillors have been forwarded details of the quotation.
- f. **To set the 2025/26 Precept and Budget.**

Part of this process will involve a review of the Clerk's salary under Part II Confidential, when the Clerk including members of the public, County and District Councillors, will leave the room for this personnel item to be considered.

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

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

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

**11.1 TDC. Storm Burt.** The Emergency Planning and Corporate Risk Officer has requested that the Parish Council's current Emergency Plans proved sufficient in managing the challenges present by Storms Burt and Darragh. A copy of the plan is requested and if the plan requires revision, Devon Communities Together can assist. In this connection, some dates in March are awaited from an officer who plans to give an Emergency Plan presentation at Woolsery which will be extended to adjoining Parishes to attend.

**11.2 National Grid.** Numerous emails had been received and circulated to Councillors in relation to Storm Darragh giving details on how reconnection of power to the area was progressing.

**11.3 Vacancy on the Parish Council as a result of former Councillor Beech's resignation.** TDC Elections Department has confirmed that no request for a by-election was received. The Parish Council can now co-opt a person to fill the seat. To make arrangements to advertise the vacancy.

**11.4 Devon County Council Public Rights of Way Parish Paths Partnership (P3) Annual Survey.**

Paperwork has been received in the above connection and circulated to Councillors.

To make further arrangements regarding the survey of the various paths and bridleways.

**12. Date and time of next meeting:** Tuesday, 21 January 2025 at Bucks Cross Village Hall at 7.30pm.

**The first item will be a presentation by North Devon Coastal National Landscape (formerly the Area for Outstanding Natural Beauty) on its plans for the area, to which everyone is invited.**

There will be a question and answer session.