

Minutes of Woolsery Parish Council Meeting held on Tuesday, 15 August 2023
in Woolsery Sports and Community Hall at 7.30pm.

<p>Chaired by: Councillor L Spittles – who announced that she would be chairing the meeting due to the unavailability of the Chairman</p>	<p>Clerked by: Mrs Sue Squire</p>	
<p>Present: Councillors</p> <p>B Beech D Hancock S Harding (District) S Hill S Salvidant L Spittles</p> <p>County Councillor J Wilton-Love</p> <p>District Councillor Dart</p> <p>1 Member of the public</p>	<p>Agenda: -</p> <p>Public Session Apologies Declarations of Interest Approval of the Minutes of the Parish Council Meeting held on 18 July 2023 Clerk's Report Reports from County, District & Parish Councillors Update from MXB Sub Committee Meeting Planning Affordable Housing Neighbourhood Plan Finance Correspondence Date and time of next meeting</p>	
<p>23/24. 56 23/24. 56.1 23/24. 56.2 23/24. 56.3 23/24. 56.4</p>	<p>Public Comment Session. A resident raised the following:</p> <p>Potholes. The state of the roads is just as bad as no potholes have been repaired. Councillor Hancock advised that some potholes on the Bradworthy road had been repaired but the quality was poor. County Councillor Wilton-Love advised that the contractor, Milestone, is responsible and unsatisfactory repairs should be reported to Highways and himself.</p> <p>Enforcement on Higher Town Farm. The resident was advised that the owner will be attending the September Parish Council meeting to give an update.</p> <p>Marshall Farm. There appears to be building at the site and the resident was advised to inform TDC.</p> <p>The Parish Council had received correspondence from a resident regarding South West Water's First Time Application for a sewerage scheme in Bucks Mills. A holding reply had been received with no timeline given and if nothing is heard after a week, more enquiries will be made.</p>	<p><u>Action:</u></p>
<p>23/24. 57</p>	<p>Apologies. Councillors R Heywood and M Hill.</p>	
<p>23/24. 58</p>	<p>Declarations of Interest. None.</p>	
<p>23/24. 59</p>	<p>Minutes of the Parish Council meeting held on 18 July 2023 to be approved and signed as a true and accurate record. Proposed by Councillor S Hill Seconded by Councillor Hancock and unanimously agreed.</p>	
<p>23/24. 60</p>	<p>Clerk's Report.</p>	
<p>23/24. 60.1</p>	<p>DCC's Proposal to scrap the Mobile Library Service. The Clerk had 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.</p>	
<p>23/24. 60.2</p>	<p>Freedom of Information Act Request. A reply had been sent as directed.</p>	

23/24. 60.3	<p>Woolserly Primary School / Field. A reply from Ugborough Parish Council had been received and was advised to Councillors.</p> <p>Proposed by Councillor Spittles that the Governing Body is advised that as the field is not in the Parish Council's ownership, we are unable to obtain Public Liability insurance on something the Parish Council does not own. Seconded by Councillor Salvidant and unanimously agreed.</p>	Clerk to inform the Chairman of the Governing Body
23/24. 60.4	<p>Dog Waste Bins. An article had been sent for inclusion in the Village News as directed. A reply has also been sent to TDC as directed.</p> <p>Councillor Harding had received correspondence from a resident at the other end of Manor Park, advising that the bin at that location was regularly overfilled resulting in an offensive odour and it was alleged that the bin was also being used to dispose of cat litter. He contacted TDC and requested that the bin was removed to which they agreed and on relocating it, a nearby resident had complained that they did not want the bin there.</p>	DH to report at the Sept Meeting on notices for bins
23/24. 60.5	<p>The owner of Higher Town Farm has been invited to the meeting and would be attending in September.</p>	
23/24. 60.6	<p>A copy of the grass cutting area in the Parish had been forwarded to Councillors.</p>	
23/24. 60.7	<p>Winslade Forestry Operation. A reply had been sent to the Forestry Commission as directed.</p>	
23/24. 60.8	<p>Clerk for the October 2023 meeting. Ms Lisa Hutchings has agreed to take the Minutes due to the Clerk's leave.</p>	
23/24. 61	<p>Reports from County Councillor, District Councillors & Parish Councillors.</p>	
23/24. 61.1	<p>County Councillor Wilton-Love. He had spoken to Highways regarding putting yellow lines at Manor Park, which would be enforceable and can be reported online but not prosecutable, despite Civil Enforcement Officers visiting.</p> <p>Councillor Beech advised he was receiving many complaints about parking and there had been several near misses. In addition, many cars also park by the proposed bus stop.</p> <p>Councillor Wilton-Love would support yellow lines if this was what the Council wanted. If there was an accident, it would be looked at further.</p> <p>Separately, County Councillor Wilton-Love has a date for a course he is attending, formerly known as Chapter 8 and now changed to the description of Signing Lighting and Guarding.</p>	
23/24. 61.2	<p>District Councillors.</p>	
	<p>Councillor Dart:</p> <ul style="list-style-type: none"> ▪ Apologized for missing some meetings ▪ Similar parking problems as those reported in Woolserly were being experienced in Hartland and the Parish Council has drafted a letter to put on cars ▪ In connection with the planning application expected from the Milky Way, there are no planning for plots at Way Town or Hoops Inn ▪ It was not possible for her to attend a strategic planning day ▪ There is a Business Boost Grant Funding Scheme where businesses can bid into a pot for up to £1,500 and apply to North Devon Plus 	

	<ul style="list-style-type: none"> ▪ £650,000 is available via North Devon Plus from the Rural Prosperity Fund which will enable local businesses to bid into a pot for grant funding for major investment ▪ DCC has a Young Persons Grant for unemployed people aged 16 – 30 who can apply for up to £500 towards clothing for interviews and if not applicable, £2,000 for young people who want to start their own business if viable <p>Councillor Harding.</p> <ul style="list-style-type: none"> ▪ Had attended a full council meeting. TDC is signing up to the Local Plan with housing provision and protocol for travelling ▪ Attended the Woolsery Show and took Sir Geoffrey Cox MP around ▪ At the Clovelly Lifeboat Day, the Friends of Clovelly Lifeboat Station was launched. It could be privately run if the RNLI decide to close the Station ▪ The Strategy Committee had looked at past events which had worked well and a lot of things were still being done – Middle Dock being cleared out for a clean energy project, selling property to purchase property for a Waste and Recycling Depot, Sully House will open on 8 October where there will be units for families to use in an emergency with three pods outside for rough sleepers and possibly another three ▪ Property at the Appledore offices is being converted into emergency housing. The number of families in temporary accommodation has decreased from 70 to 20. TDC’s financial situation has improved and properties will be rented out to families instead of paying for them to stay in a hotel ▪ Levelling up money will be part of a £400 million pot with TDC being one of 20 Councils who have bid for projects ▪ There are moves to clean up the dairy site and building at the former Torridge Vale Dairies Factory in Torrington ▪ The Agri Centre at Holsworthy is being finished off with more housing and smaller industrial units ▪ Bideford is hopeful that the port can be converted into a heritage port with the return of the Kathleen and May Schooner. Fresh Spring and the Britannia Trawler are being overhauled and will then return, and guest boats will also be welcome ▪ North Devon Council voted for a partial review of the North Devon and Torridge Local Plan before TDC voted for a review of the full Plan. It was hoped that NDC will have a change of mind <p>Q: How will be levelling up money affect the situation in Torridge A: It will not be affected as the District is the poorest</p>	
<p>23/24. 61.3</p>	<p>Parish Councillors.</p>	
	<p>B Beech. Community Speed Watch. A response from the Police was awaited. Residents have to reverse into their drive as they fear reversing out will cause an accident due to speeding vehicles, mainly delivery vans. The question was asked if there could be a 20mph speed limit and Councillor Beech was informed that this would not be enforceable.</p> <p>The Neighbourhood Highway Officer had not given his opinion on the virtual pavement.</p> <p>Parking at the junction of Manor Park had been covered in County Councillor Wilton-Love’s Report.</p>	<p>Cty Cllr Wilton-Love to speak to the Neighbourhood Highways Officer for ideas</p>
	<p>D Hancock. Manor Park hedges are overgrown and the Clerk is to write to the resident.</p>	<p>Clerk</p>

	<p>S Harding. He and three Mothers are to look at funding for playground equipment with a view to submitting an application for a toddlers playground opposite the Primary School / Old Market Drive. Funding was available together with match funding and he would come back to the Parish Council with ideas.</p> <p>There is to be a meeting with Sir Geoffrey Cox MP and the NFU regarding farmers not being allowed to put covers on slurry pits.</p>	
	<p>R Heywood. He had drafted and circulated a letter of Ofcom which all Councillors felt to be in order. The Clerk to send to Connecting Devon and Somerset and the CEO of Airband.</p> <p>There was no further information relating to a proposed bus shelter at East Park.</p>	Clerk
	<p>M Hill. Play Area in the village. This was not discussed due to Councillor Hill not being present.</p>	
	<p>S Hill. Grit Bin. A letter had been written to all residents in the Cranford area and email replies received, which the Clerk is to acknowledge.</p> <p>Webnos (defibrillator register). She will register the new defibrillator in the adopted telephone box in Woolsery.</p> <p>Clothes Bank. This was in situ.</p>	Clerk SH
	<p>L Spittles. Defibrillator. There had been correspondence with Webnos regarding a replacement defibrillator at Bucks Cross, due to the current one not working and no guarantee that it could be repaired. The warranty expired in May 2023. A quotation for a replacement had been received in the sum of £1,055 + £15 carriage and the cabinet would not require replacing.</p> <p>The Clerk had informed Councillors of a package South Western Ambulance Service (SWAST) were offering: £1800+VAT for 4 years (paid upfront)</p> <p>This covers the cost of: The defib itself The defib battery A set of ready to use defib pads A rescue ready pack (scissors, a razor, a pocket mask, gloves, paper towels and a spare set of defib pads) A defib storage unit An annual awareness session covering how to use the defib and basic life support An annual service/check on the defib is included</p> <p>Replacement parts are also covered within the price, if the defib battery runs low SWAST will change it and will replace pads if those supplied are used</p> <p>Proposed by Councillor Spittles to have the SWAST package. Seconded by Councillor Hancock and unanimously agreed.</p>	Clerk to inform Webnos and SWAST
	<p>S Salvidant spoke about the South West Water First Time Sewerage Application. Residents will be able to ask questions about the scheme at a public consultation but as previously stated, there was a need for residents to have the information before the consultation so that they could digest it and then ask questions as a result.</p> <p>District Councillor Dart had attended the meeting and had heard the concern raised about properties and the work being done sympathetically, with some people feeling there should be a Feasibility Study.</p>	

23/24. 62	<p>Update from MXB Sub-Committee. At the Sub Committee meeting held before this meeting, the planning application to be considered had been discussed.</p> <p>There had been questions asked about the development at the back of the shop and Councillors had been advised that it is the base where the bakery will go, and tidied up. The bakery is on hold at present as the main concentration of work was on the Manor.</p> <p>It was confirmed that the area at the back of the shop was not a car park.</p> <p>Councillors had talked about the Sub Committee continuing. Councillor Heywood continued to research the area of concern relating to the flower beds and it was suggested that if it is felt there is an obstruction, DCC Highways should be contacted.</p> <p>There would be no meeting in September. The Parish Council meeting Agenda to include voting whether the Sub Committee should continue.</p>	Sept Agenda
23/24	Planning.	
23/24. 63	The following applications were considered:	Clerk
23/24. 63.1	<p>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, Woolserly.</p> <p>Proposed by Councillor Spittles to respond ‘Woolserly Parish Council has no comments except that the Planning Statement 4.1.12 states there is car parking for 15 – 24 spaces but the plans submitted does not show this. Seconded by Councillor Hancock and unanimously agreed.</p>	
	<p>1/0666/2023/FULL - Construction of 1 no. dwelling - Land At Higher Ashmansworthy Woolserly Bideford Devon EX39 5RE.</p> <p>Proposed by Councillor Spittles to respond ‘There is too little information for the Parish Council to consider the application and we request more information to enable the Parish Council to further consider it at the September meeting on the 19th.</p> <p>Secondly, the work card on the portal was only sent to one neighbour, who lives in Weare Gifford.</p> <p>Seconded by Councillor S Hill and unanimously agreed.</p>	
23/24. 64	Planning Correspondence: Decisions, Enforcement & Appeals.	
	<p>The following TDC Decision Notice was noted: Approval for Application 1/0319/2023/FUL – Four holiday lodges with parking, extension to existing access – Forest Lakes, Woolserly.</p>	
23/24. 65	Affordable Housing. This item was deferred due to Councillor M Hill not being present.	Sept Agenda
23/24. 66	Neighbourhood Plan. This item was deferred due to Councillor M Hill not being present.	Sept Agenda
23/24. 67	Finances.	
23/24. 67.1	<p>To consider a request for a donation by Life Education Wessex. The details had been circulated to Councillors and Life Education had 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. The accounts were received on the morning of the meeting and circulated to Councillors and because of the late response, the matter was deferred for further consideration at the September meeting.</p>	Sept Agenda & Clerk to check Minutes to see if a donation had been given previously
23/24.	<u>Payments to be authorised:</u>	

67.2	<p>Proposed by Councillor Spittles, seconded by Councillor S Hill and unanimously agreed.</p> <p>a. Sue Squire: August 2023 salary £480.62 Expenses (broadband, mileage, stationery, photocopying) £ 16.50 £497.12</p> <p>b. HMRC PAYE £120.20</p> <p><u>c. Income and Bank Account Balances</u> NatWest Current Account as at 15/8/23: £44.18 Nat West Business Account as at 15/8/23: £21,928.20 Interest this month was £26.04.</p> <p>d. 2022/23 Audit. It was noted 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.</p> <p>It was noted that the internal audit has been carried out by Westcotts Chartered Accountants. All items were found to be in order with no issues raised.</p>	
23/24.68	<p>Correspondence. Emails from various agencies have been forwarded to Councillors.</p>	
23/24.68.1	<p>TDC – Email regarding coast protection works to Lower Sea Wall at Bucks Mills. Details had been circulated to Councillors.</p>	
23/24.69	<p>Date and time of next meeting: Tuesday, 19 September 2023 at 7.30pm at Woolserly Sports and Community Hall.</p> <p>Councillor Beech gave his apologies for this meeting.</p> <p>The meeting ended at 9.07pm.</p>	
<p>Summary of Decisions:</p> <ul style="list-style-type: none"> ➤ Minutes of the Parish Council Meeting held on 18 July 2023 ➤ Agreed response to an enquiry from Woolserly Primary School ➤ New defibrillator for Bucks Cross provided by a package from South Western Ambulance Service Trust ➤ Planning ➤ Payments 		
<p>These Minutes are agreed by those present as being a true record.</p>		
Signed: Chair of Woolserly Parish Council.	Date:	