

**A Parish Council Meeting of
Woolfardisworthy Parish Council is to be held on
Tuesday, 20 February 2024
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: 13 February 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**
Poor standard of fencing at South Park. This matter will be further discussed under Item No. 10.
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 16 January to be approved and signed as a true and accurate record.**
5. **Clerk's Report:**
- 5.1 **Email sent to County Councillor Wilton-Love regarding repair of potholes by him following the completion of his Chapter 8 training.**
County Councillor Wilton-Love has replied advising that the work involved is too much for him to do and that the details are included on a future highways programme.
Separately, an email has been received from the newly appointed Neighbourhood Highways Officer (NHO). The Clerk has sent a welcome email to him, taking the opportunity of pointing out the roads which are in very poor condition and are continually advised at Parish Council meeting.

A follow up email has been received from the NHO which has been circulated to Councillors, with more details being given at the meeting.
- 5.2 **Report of meeting has been sent to the Parish News after email correspondence between Councillor Beech and the Parish News editor**
- 5.3 **Telegraph pole opposite the entrance to All Hallows Church.** There has still been no reply from BT.
- 5.4 **Letters sent to residents regarding grit bins in the Cranford area.**
- 5.5 **Councillor Salvivant has given details of the grit bin code at Bucks Mills to the Clerk which is to be moved and TDC has been requested to move the grit bin to the car park. On 8/2/24 confirmation was received that the bin would be moved to the proposed location which had been identified and Councillors were informed of this the same day together with a photograph showing the new site for the bin.**

Separately, the Neighbourhood Highways Officer has carried out a site visit and agreement has been reached as to the new location.

5.6 Planning responses submitted

5.7 Payments made

5.8 Clothes Bank. The Clerk has sent three enquiries asking for details of future collections.

5.9 Mobile Post Office. District Councillor Dart forwarded the email from TDC which has been circulated to Councillors for information.

5.10 Mental and financial help for parishioners. Details have been put on the Facebook page by Councillor Spittles.

5.11 Parking problems in Manor Park. There has been email correspondence between the Clerk and County Councillor Wilton-Love, who was forwarded details of the Road Traffic Act section covering the legality of corner parking. County Councillor Wilton-Love's reply has been circulated to Councillors.

5.12 Dog bins. TDC has been requested to move the dog bins at both ends of Manor Park and Bucks Mills, with the location provided in October and again in January with follow up pictures and What3Words locations, provided by Councillor Hancock.

5.13 Water coming from the pipe at The Manor. County Councillor Wilton-Love and the newly appointed Neighbourhood Highways Officer has been advised of this and asked to investigate further.

5.14 Grass being churned up on the verge at Manor Park as a result of road closures / diversions in the village. County Councillor Wilton-Love has been made aware of this.

5.15 Invoice for hall hire at Bucks Cross Village Hall. A response from the Trustees advised that they are willing to charge £5 per hour, but that a minimum of £15 will apply during the Winter months due to the cost of heating the room. Councillors were advised of this on 8/2/24.

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

M Hill **Map of the village identifying areas that require attention in preparation for a site visit from the Road Safety Officers of Devon County Council and Devon and Cornwall Police**

B Beech **(1) Community Speed Watch.
(2) Parking problems in Manor Park.**

D Hancock

S Harding **(1) Play Area / Agreement from residents / meeting on 17 January.**
In his capacity as District Councillor, and with £641.00 remaining in his Councillor grant allocation for the remainder of the financial year, he wishes this to be put towards the cost of the new play equipment.

To discuss the type of equipment / play area supplier to approach for a quotation so that an application form can be completed.

(2) Sewerage trap

(3) Pictures of A frame building at Cranford. To confirm that these have been supplied to Building Control.

(4) Beach huts at Bucks Mills. To receive a report on the status of these and the amount of rubbish at the site.

R Heywood **(1) Bus Shelter at East Park
(2) Disputed landownership bordering Woolsey's Manor House
(3) Occupation of field next to the Potting Shed**

- S Hill**
- (1) Royal Mail letter post and Broadband (in liaison with Councillor Heywood)
 - (2) Distribution of black bags / community day on Saturday, 2 March 2024 between 10am and 12 noon at Woolserly Sports and Community Hall.

S Salvidant

7. Planning.

7.1 To consider the following Applications:

- **1/0059/2024/FUL – Vehicle storage building – land at Cross Farm, Woolserly.**
OS Ref: (E) 234735. (N). 120165
[The deadline date for the Parish Council’s response is 23 February 2024.](#)
<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>
- **1/0107/2024/FUL – Change of use of piano room (C3 Use) to licensed wedding venue (Sui Generis) for use up to 5 times a year and creation of car park (affecting a Public Right of Way) – Leworthy Mill Farm, Woolserly.**
[The deadline date for the Parish Council’s response is 8 March 2024.](#)
<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

7.2 Planning Correspondence: Decisions, Enforcement & Appeals.

To note the following TDC Decision Notice:

- **Approvals for Applications:**
- **1/1167/2023/FUL & 1/1168/2023/LBC (Listed Building)** – Creation of an additional window on the North elevation – The Old Mill, Bucks Mills. Details have been circulated to Councillors.
- **1/1240/2023/FUL** – Alteration from a flat roof to a dual-mono-pitched roof and other alterations including solar panels and decking – amendments to existing permission 1/0092/2021/FUL – Forest Lakes, Woolserly. Details have been circulated to Councillors.

7.3 Notice of Planning Appeal.

Appeal Ref: APP/W1145/W/23/3333137 – Retention of lodge for use as a dwelling at The Log House, Higher Town Farm, Woolserly.

The Appeal has been lodged against the refusal of planning permission.

The Planning Inspectorate has decided to determine the Appeal on the basis of an exchange of written statements by the parties and a site visit by an Inspector.

TDC has forwarded all the representations received on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the Appeal.

If the Parish Council wishes to make comments, or modify/withdraw previous representation(s), this can be done on the Planning Inspectorate website by 5 March 2024. To decide whether to submit comments.

8. Finances

8.1 Payments to be authorised:

- a. **Sue Squire:**

February 2024 salary	£480.62	
Expenses (broadband/photocopying/mileage)	£ 16.50	£497.12
- b. **HMRC PAYE** **£120.20**
- c. **Bucks Cross Village Hall.** Meetings in October and January £25.00 each. **£ 30.00**
- d. **To ratify the payment to Shalla Trading Limited in respect of the black Bags** **£582.00**
- e. **WIX Website Premium Plan.** The plan is being updated and the amount of **£108.00**

will be taken on 13/3/24 by the usual method of payment. This is an increase from last year's amount which was £86.40.

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

- 8.2 Grass Cutting Tender.** The tender expires in March 2024.
To review the current grass cutting details and to confirm the Tender process with a view to this being agreed at the March Parish Council Meeting.
- 9. To consider a response to items raised under the Public Session.**
- 9.1 Fence at South Park.**
- 10. Correspondence received.** Emails from various agencies have been forwarded to Councillors.
- 10.1 P3 (Parish Paths Partnership) Forms.** These have been forwarded to Councillors Beech and Hancock with a request that the Public Rights of Way are walked / surveyed and the relevant forms completed and submitted to DCC Public Rights of Way Department by mid March 2024.
- 11. Date and time of next meeting:** Tuesday, 19 March 2024 at Woolserly Sports and Community Hall.

This will commence with the Annual Parish Meeting at 7.30pm.

The Clerk will not be at her desk from 14 – 16 February 2024 inclusive due to attending a funeral in the North of England.