

Minutes of the Virtual Woolfardisworthy Parish Council held on the 15th September 2020 at 7.30pm via Zoom

1.0 Attendance

Parish Cllrs: M Hill (Chair), L Spittles, S Hill, R Heywood, S Raffae, S Harding (also District Cllr)
A member of the public.

2.0 Apologies

Parish Cllr Ashworth.

3.0 Public Comment Session

A member of the public asked whether there were any questions regarding the letter submitted to the Parish Council on the 14th September 2020. Cllr M Hill stated that legal advice is being sought. Due to the letter being received the day before the Parish Council meeting, it was not discussed.

The member of public then raised concerns with regards to rumours regarding the financing of The Manor. The Chair stated that the Parish Council was not aware and unable to discuss, inviting the parishioner to submit a letter with evidence.

4.0 Declaration of Personal / Prejudicial Interest for items of the agenda

Cllr L Spittles declared an interest for 16.C financial payment to K Spittles

Cllr S Hill declared an interest for 16.C retrospective finance payment for Covid Food Parcels.

5.0 Minutes of the previous meeting to be approved and signed as a true and accurate record

Proposed by Cllr Harding, Seconded by Cllr Spittles. All in favour. The minutes will be signed by the Chair at the next face-to-face meeting.

6.0 Clerk's Report

- A. **Black Bag Distribution** - 10th October 2020 from 10am to 12pm.
- B. **Ivy Cottage - Defib Project Update** - For the sub-committee to pursue.
- C. **Co-option of Councillors (to replace Cllr Lucas-Odgers)** - Confirmation received from Torrridge District Council that the Parish Council can co-opt for this vacancy.
- D. **AONB Sustainable Development Fund** - Applications to be submitted by December 2020.
Action: Cllr Hill to liaise with Woolsey Primary School (Matt Cole).
- E. **Cllr Project Funds** - Budget stands at £1501.88.
- F. **Poppy Wreath** - Has been ordered for November. **Action: Agenda item next meeting re laying of wreath.**

7.0 Reports from County Cllr, District Cllrs and Parish Cllrs

District Councillors

Cllr Harding - The 2 hours free parking in Torrridge is to be reviewed by the Internal Scrutiny Committee.

Cllr Dart - The financial forecast was presented at the C&R Committee, which in comparison to 2 months ago seemed marginally better. This can be viewed on YouTube.

Cllr Dart also raised awareness of the Devon & Somerset Broadband Voucher Scheme.

Parish Councillors

Cllr S Hill - Noted that parishioners who received support from the Parish Council during Covid expressed their sincere thanks.

Cllr Heywood - Welcombe Cllr Raffe to the Council, apologising for missing the last two meetings.

Cllr Raffe - Noted that 95% of the street lights in the Parish have been done. It was noted that the street lights up Copper Hill are affected by the overgrowth of the trees. Cutting back of the trees, etc, is the responsibility of the landowner if on private ground. Cllr Harding stated that he could cut this back, but permission would need to be sought.

8.0 Planning Applications

Applications

1/0651/2020/FUH - Installation of gable window and sun pipe. Green Pastures, Bucks Cross.

The Parish Council made no comments.

1/0667/2020/FUL - Erection of 1 holiday lodge (variation of condition 2 planning permission

1/0501/2016/FUL - Forest Lakes, Woolsery. **It was noted that the change was to the track, which rather than creating a new one, the change is to use the existing track. Following discussion, the Parish Council made no comments.**

Decisions & Appeals – FYI

1/0388/2020/FUL - Single Storey Extension - The Cottage, 57 Manor Park. **Application granted.**

9.0 Progress of Highways Issues

Woolsery

- A. The growth out of the drains on the double corner from Bucks Cross to Woolsery has been reported.
- B. South Park Footway has been complete
- C. The West Town / Auction Way style has been repaired.
- D. Cllr Hill has raised concerns regarding the state of East Ash Hill with Cllr Inch, who will raise this matter with Cllr Barry Parsons. It was noted that the potholes had been sprayed.
- E. Cllr S Hill noted that the drains at Leworthy Cross require clearing, as caused flooding in the last wet weather. **Action: Cllr Harding to take a look, and report back to the Clerk.**

Bucks Cross

- A. **Fencing at Bucks Mills** – Cllr Hill has discussed with Cllr Inch, who will raise this with Highways.
- B. **Bucks Cross Speeding SCARF** - Supported by Cllr Inch, therefore Highways will schedule this and report back to the Parish Council.

Road Closures

None

10. Covid-19 Updates

Following submission of a letter to Torridge District Council regarding the deadline for spend, the decision was to uphold the end date of the 7th September, despite previously stating there was no deadline. The funds of £1489.37 have been fully spent with the final claim being submitted to Torridge District Council.

Cllr M Hill asked whether the Cllrs Project Fund of £1501 should be reserved as an emergency Covid fund is required. **Action: Agenda item for October meeting.**

11. Parish Council Website - Website Accessibility Statement

The Website Accessibility Statement was circulated prior to the meeting. Cllr Harding proposed to approve the statement, seconded by Cllr Spittles, all in agreement.

12. Affordable Housing (Update Cllr Hill)

Cllr Hill met with Colin Savage, who is now lead of Affordable Housing at Devon Communities Together. The next stage is to review the area of land with the pre-assessment. If feasible to develop, this would potentially provide the Parish with an additional 6 homes.

13. Establishment of sub-committee with MXB Devon Operations

It was previously agreed to establish a sub-committee with MXB Devon Operations. The remit of the group would be communications only, with no voting or decisions rights. The aim is to ensure that there is accurate communication within the Parish.

The next step is to agree which Parish Councillors sit on the group, terms of reference and frequency of meetings to be determined.

Cllr Harding expressed an interest, of which Cllr Hill raised concerns. Cllr Harding stated that he was unhappy with the Chair's comments.

Following discussion Councillors Heywood, Spittles and Raffe stated that this would sit on the sub-group. Proposed by Cllr Harding, Seconded by Cllr S Hill, Cllr M Hill was in agreement.

Action: The sub-committee to draft a terms of reference, liaising with MXB Devon Operations.

14. Parking in the Parish

Discussion took place with regards to problems with parking at the end of Old Market Drive and Copper Hill. Although there is an allocation of car parking for residents, less than 50% is used.

Action: To establish the ownership of the carparks.

15. Discussion re further Parish development (Cllr S Harding)

Cllr S Harding has been in discussion with a Winkleigh Ward Cllr regarding a neighbourhood plan, being aware of the amount of work it took Bradworthy Parish Council. The feeling was that the Parish should be proactive, looking at key areas, such as Housing and Industrial Land.

Action: Cllr Harding to find out more information from Winkleigh, to discuss at the next meeting.

16. FINANCES

Payments to be authorised

- A. Lisa Hutchings - August 2020 - £352.00
- B. HMRC 20% Tax - £88.00
- C. Kieran Spittles - Website Accessibility - £194.40
- D. Hartland Parish Council - 50% Zoom Licence - £21.59
- E. Community Heartbeat Trust - Woolsery Rescue Safety Kit - £15.60

Cllr Spittles proposed to authorise items a, b, d and e. Seconded by Cllr S Hill, all in agreement.

Cllr M Hill proposed to authorise item c, seconded by Cllr S Harding, all in agreement, excluding Cllr L Spittles who declared an interest.

Retrospective Payments to be authorised

- F. Community First Annual Insurance - £344.64
- G. Cllr S Hill - Covid Food Packages - £154.71
- H. Woolsery Primary School - Covid - £1045.43

Cllr Spittles proposed to authorise items f to h. Seconded by Cllr M Hill, all in agreement, excluding Cllr S Hill who declared an interest.

16.1 Income received & Bank Account Balance

Current account - £7931.48, Reserve account - £10,219.78

17. Correspondence

- Email from Torrington District Council re Bucks Mills Sewerage Application, confirming that there had been no updates from South West Water.
- Funding request from Life Education, Wessex & Thames Valley - **Action: The Clerk to liaise with Matt Cole at Woolsey School.**
- Devon's updated Local Flood Risk Management Strategy Consultation
- Community Orchards Grant Scheme
- Torrington District Council - Strategic Plan 2020 - 2023

18. Date and Time of Next Meeting

Virtual meeting to be held on the 20th October 2020 at 7.30pm via Zoom (unless otherwise advised by the Government)