

**A Parish Council Meeting of
Woolfardisworthy Parish Council is to be held on
Tuesday, 15 April 2025 in
Bucks Cross Village 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: 9 April 2025

**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. Co-option of Parish Councillor to fill one of the 3 vacant seats on the Parish Council.**
- 2. Public Comment Session**
- 3. Apologies.**
- 4. 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.
- 5. Minutes.**
- 5.1 Minutes of the Parish Council Meeting held on 18 March 2025 to be approved and signed as a true and accurate record.**
- 6. Reports:**
- 6.1 County Councillor Wilton-Love**
- 6.2 District Councillors Andrews, Dart, Harding**
Councillor Dart contacted the Clerk after the last meeting advising that she had some funds remaining in her grant allocation for the 2023/24 financial year and enquired if Woolfardisworthy Parish Council could make use of it.
The Clerk contacted Councillors and obtained authorisation to claim £200.00 towards plants for the village planters.
The relevant form was completed, has been processed and the amount credited to the Current Account.
An e-card of thanks has been sent to Councillor Dart for her generosity.
- 6.3 Parish Clerk (details below and more details will be given)**
 - 6.3.1 South West Water First Time Sewerage Application.**
 - 6.3.2 Damage to grass verge at Manor Park.**
 - 6.3.3 Site meeting between the Chairman and Neighbourhood Highways Officer.**
 - 6.3.4 Leaves on the road to Bucks Mills.**
 - 6.3.5 East Park Bus Shelter.**
 - 6.3.6 Responded to planning applications.**
 - 6.3.7 Slipway signs at Bucks Mills.**
 - 6.3.8 Alleged enforcement issue at the Lime Kiln.**
 - 6.3.9 Made payments.**

6.4 Parish Councillors (details below)

- 6.4.1 M Hill. (1) Housing Needs Survey – Printing
(2) To confirm that the sign at Bucks Mills car park has been replaced
- 6.4.2 D Hancock. Dog Bins.
Free Tree – Site visit with Councillor Spittles.
- 6.4.3 R Heywood. To confirm that visibility mirrors have been ordered and received, and the damaged one at the Parkham junction removed and replaced.
- 6.4.4 S Hill. (1) Grit Bin at Cranford Water
(2) Video of road to Bradworthy to enable the Clerk to follow this up with Bradworthy Parish Council
- 6.4.5 S Salvidant.
- 6.4.6 L Spittles.

7. Planning / Planning Correspondence.

7.1 To consider the following Applications:

- 1/0194/2025/FUL – Demolition of barn and erection of 1 no. dwelling and associated works in lieu of Class Q approval – 1/0377/2023/AGMB (self build) – agricultural building at Grid Reference 232086 119103, Woolsery.

The deadline date for the Parish Council's response is 11/4/25 and the planning officer has agreed to grant an extension so that the application can be considered at this meeting.

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

- 1/0267/2025/FUL – Demolition of agricultural buildings and erection of one dwelling house with associated works in lieu of Class Q permission (1/0545/2022/AGMB and 1/0540/2022/AGMB) (Variation of Condition 2 of planning approval 1/0248/2024/FUL) – agricultural building at Grid Reference 233576 119939 – Woolsery.

The deadline date for the Parish Council's response is 18/4/25.

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

7.1.2 Planning Correspondence. To note the following TDC Decision Notices:

Approval for:

1/0086/FUH – Removal of existing extension and erection of new extension – 10 Manor Park, Woolsery.

1/057/2024/FUL – Erection of extension – Brambles, Bucks Cross.

8. Finances.

8.1 Payments to be authorised:

a. Sue Squire:

April 2025 salary	£534.59	
Expenses (broadband/photocopying/mileage)	£36.45	£571.04

b. HMRC PAYE

£133.40

c. Income and Bank Account Balances – to be tabled

8.2 HMRC VAT Reclaim. It has been confirmed that a Unique Reference Number has been issued and the system set up for future VAT reclaims to be made online.

The amount of £1,170.52 has been credited to the Current Account, bringing the VAT reclaim up to date.

8.3 Preparation for the 2024/25 Audit.

8.3.1 To agree the list of expenditure over £100; roles of Councillors and land owned.

8.3.2 To agree the Asset Register as at March 2025. Councillor S Hill is circulating a spreadsheet for Councillors to check.

8.3.3 The Section 137 expenditure limit for the 2025/26 financial year has been announced and will be £11.10 per elector, up from £10.81 in 2024/25.

This means that the Parish Council can spend £11.10 per elector on items to improve or enhance the Parish, or to give a grant to organisations.

There are, as at November 2024 when the latest Register of Electors was published, a total of 947 on the Register meaning that a maximum of £10,511.70 can be spent under Section 137.

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

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

11. Annual Parish Meeting and Black Bag Distribution.

12. Date and time of next meeting: Tuesday, 20 May 2025 at Woolsery Sports and Community Hall at 7.30pm.

This will be the Annual Parish Council Meeting and will include the Election of Chairman and Vice Chairman, review and adoption of compliance and policies, approval of the accounts for the year ended 31/3/25 and approval of the Annual Governance and Accountability Return.