

*Notice is hereby given that*

**A Parish Council Meeting of  
Woolfardisworthy Parish Council is to be held on**

**Tuesday, 18 April 2023 in Woolserly 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: 12 April 2023

**Members of the public wishing to speak on any item on the Agenda may do so under 'Public Session' at the beginning of a meeting. 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 after this item.**

## **AGENDA**

- 1. Public Comment Session**
- 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.
- 4. Minutes of the Parish Council meeting held on 21 March 2022 to be approved and signed as a true and accurate record.**
- 5. Clerk's Report:**
  - 5.1 Alleged breach of planning permission by the creation of a gateway in a Devon bank.**  
TDC has been advised of the What3Words coordinates in order to follow this up.
  - 5.2 Woolserly Primary School / Field.** An enquiry has been included in a DALC Bulletin inviting other Clerks in Devon to contact the Parish Clerk if their Parish has a similar arrangement in place. The Clerk has received a response from Ugborough Parish Council and will give more details at the meeting.
  - 5.3 Defibrillator and cabinet in former BT Telephone Box in Woolserly.**  
To receive confirmation that this has been fixed.  
Letter of thanks to be sent to the electrician for doing the work free of charge.  
Arrangements to be made for the device to be registered.  
Arrangements to be made for an official opening with an invitation to Mr and Mrs Lockett for the donation towards the defibrillator.
  - 5.4 Grit Bins for the Parish.** The Neighbourhood Highways Officer has been informed of the proposed locations and confirmation is awaited that this is in order.  
A request has been made for the Bucks Mills grit bin to be sited in the car park.
  - 5.5 Bucks Mills Lime Kiln and surrounding area.** A strong letter of complaint has been sent to TDC and a reply has been received. In the light of this, the letter to English Heritage has not been sent.
  - 5.6 Clothes Bank.** Elm Textiles have been advised that the beneficiaries should be both Charities – Firefighters and Ambulance Staff.
  - 5.7 Community Speedwatch.** Details of this scheme have been received and will be circulated to Councillors ahead of the meeting.
  - 5.8 Information Board damaged by fallen tree.** TDC has been advised that the frame of the information board requires replacing. No reply has been received.
  - 5.9 Hedgehogs R Us.** The details have been forwarded to the Primary School.
  - 5.10 Mr B C Hayden.** A reply has been sent as instructed.

- 5.11 **Holding email following an enquiry as to whether the Parish has a Parish Plan.** This has been sent and a reply received.  
Separately, Councillor Heywood has forwarded details and a reply is to be drafted to conclude the matter.
6. **Reports from County Councillor, District Councillors and Parish Councillors**
- 6.1 **Councillor Heywood** is drafting a letter to Ofcom conveying concern about the workmanship of Airband, for approval at this meeting.
- 6.2 **Councillor Heywood. Bus Shelter at East Park.**
- 6.3 **Councillor Hancock. Parish Paths Partnership (P3).**
- Photographs of the stiles have been sent to DCC Public Rights of Way.
  - To advise the outcome of speaking to landowners regarding new gates to replace stiles
- 6.4 **Councillor Hancock. Extreme overgrowth of vegetation.** To advise the situation following speaking to the house owner.
- 6.5 **Councillor M Hill - village planter sponsorship plaques.**
- 6.6 **Councillor M Hill - ownership position with the Land Registry relating to land in Woolsery.**
- 6.6 **Councillor S Hill – Plans for the King’s Coronation.**
- 6.7 **Councillor S Hill. Sponsorship of 2023 Planters.**
- 6.7 **Councillor Spittles. Recognition of Parishioner.** To confirm that the card has been delivered.
- 6.8 **Councillor Spittles. Brackenside.** Pictures of work notices have been forwarded to the Clerk who has sent them to TDC Conservation Officer. A reply will be advised.
- 6.9 **Councillor Spittles. Speeding / British Horse Society.** To advise the details received.  
Item No. 5.7 also refers.
7. **Planning Applications.** At the time of preparing the Agenda, there were no Planning Applications to consider.
8. **Affordable Housing.** Councillor M Hill.
9. **Neighbourhood Plan.** Councillor M Hill.
10. **Small low fence around the green.** Councillor M Hill.  
Councillor Spittles will report on a telephone call from a member of the Woolsery Sports and Community Hall Committee regarding a safe area for children to play.
11. **Finances**
- 11.1 **Payments to be authorised:**
- a. **Sue Squire:**
- |                   |         |                |
|-------------------|---------|----------------|
| April 2023 salary | £480.82 |                |
| Expenses          | £ 32.40 | <b>£513.22</b> |
| <b>HMRC PAYE</b>  |         | <b>£120.00</b> |
- b. **Income and Bank Account Balances** – to be tabled
- c. **2022/23 Audit.** In preparation for this, the Clerk will circulate the Asset Register for Councillors to check that the details are in order and approve at this meeting.
- 2023/23 Internal Auditor. The Clerk has ascertained that Thomas Westcott is prepared to carry this out.  
Councillors to approve the appointment of the internal auditor.
12. **Parish Council Election.** The election is uncontested with eight of the nine seats being filled and the following are deemed to have been elected:  
**B Beech**  
**D Hancock**

**S Harding  
R Heywood  
M Hill  
S Hill  
S Salvidant  
L Spittles**

**The vacant seat is to be filled by co-option.**

- 13. Scheme of Delegation.** In preparation for the 2023 Parish Council Election period, and any emergency which may arise, Councillors to consider the adoption of a document to cover any eventualities between the date of this meeting and the date of the Annual Parish Council Meeting on Tuesday, 16 May 2023 which will be the first meeting of the newly elected Council when its Constitution for the next four years will be carried out, when it is expected that the Scheme will be discontinued.

The document will be circulated for studying ahead of the meeting.

- 14. Correspondence received.** Emails from various agencies have been forwarded to Councillors.
- 14.1 All Hallows Church Coronation Celebration Service – Sunday 7 May 2023 at 11am.** Invitation for Councillors to attend.
- 15. Response to correspondence received and included under the Public Comment Session.**
- 16. Date and time of next meeting:** Tuesday, 16 May 2023 at 7.30pm at Woolsey Sports and Community Hall.

**This will be the Annual Parish Council Meeting, and is the first meeting of the newly elected Parish Council and where the Council will be Constituted for the next four years.**

**Current Councillors remain in office until Tuesday 9 May 2023 and newly elected Councillors assume office from that date.**