

## Minutes of Woolsery Parish Council Meeting held on Tuesday, 16 September 2025 in Woolsery Sports and Community Hall at 7.30pm.

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| <b>Chaired by: Councillor L Spittles</b>                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Clerked by: Mrs S Squire</b>                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Present: Councillors</b><br><br><b>D Hancock</b><br><b>S Hill</b><br><b>S Salvidant</b><br><b>L Spittles</b><br><br><b>County Councillor R Julian until Minute No. 47.6</b><br><br><b>District Councillors Dart, Harding until Minute No. 47.6 &amp; 47.1 respectively</b><br><br><b>1 Member of the public</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Agenda: -</b><br>Public Comment Session<br>Declarations of Interest<br>Apologies<br>Approval of the Minutes of the Parish Council Meeting held on 15 July 2025<br>Reports<br>Matters Arising from the Minutes of 15 July 2025<br>Planning & Planning Correspondence<br>Finance<br>To consider a response to items raised under the Public Session<br>Correspondence<br>Parish Council Website<br>Date and time of next meeting |
|                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Action:</b>                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>40.</b>                                                                                                                                                                                                                                                                                                         | <b>Public Comment Session.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>40.1</b>                                                                                                                                                                                                                                                                                                        | <b>Potholes.</b> A member of the public once again raised the issue of potholes on the Woolsery to Bradworthy road and was advised, as in the past, that this is not a Parish Council issue.<br>It was suggested that they contact County Councillor Julian for him to follow up.                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>40.2</b>                                                                                                                                                                                                                                                                                                        | <b>The same member of the public</b> spoke about the inverted trench across the road outside the Primary School and was advised that this was an item on the Agenda and would be discussed later in the meeting.                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>40.3</b>                                                                                                                                                                                                                                                                                                        | <b>The above member of the public</b> asked about the situation regarding Barn Lane.<br>They had spoken to the person who is renting the plot. Animals are being kept on the site and there is parking near the entrance.<br>They were advised that this would be covered under District Councillor Harding's Report.                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>40.4</b>                                                                                                                                                                                                                                                                                                        | <b>A resident has reported damage to Lane Mill Bridge (bridge number 03175) which has been knocked by larger tractors while passing over it.</b><br>The reference number given is <b>W251888413</b> .                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>40.5</b>                                                                                                                                                                                                                                                                                                        | <b>Clothes Bank.</b> A resident had contacted the Clerk due to the clothes bank being full. This is not the first occasion the contents have not been collected and the Clerk has been in contact with Elm Tree Textiles for the collection to take place which they promised would be on Wednesday, 10/9/25.<br>This did not happen due to other clothes banks being more full than usual and mechanical problems with vehicles.<br><br>The collection was due to be the first one on Monday, 15 September. |                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>41.</b>                                                                                                                                                                                                                                                                                                         | <b>Declarations of Interest.</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>42.</b>                                                                                                                                                                                                                                                                                                         | <b>Apologies.</b> Councillors H Freeman, R Heywood and M Hill.                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>43.</b>                                                                                                                                                                                                                                                                                                         | <b>Approval of the Minutes of the Parish Council Meeting held on 15 July 2025.</b><br><b>Approved and signed as a correct record.</b>                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|             | <b>Proposed by Councillor S Hill.<br/>Seconded by Councillor Salvidant and unanimously agreed.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                             |
| <b>44.</b>  | <b>Reports:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                             |
| <b>44.1</b> | <p><b>County Councillor R Julian.</b><br/> <b>To receive a report on the following:</b></p> <ul style="list-style-type: none"> <li>▪ <b>State of road between Woolsery and Bradworthy.</b> (Email of 18/7/25 refers). There was no information to give and an update would be provided at the October meeting.</li> <li>▪ <b>State of road between Cranford and Bucks Cross.</b> (Email of 19/7/25 refers). There was no information to give and an update would be provided at the October meeting.</li> <li>▪ <b>Trench across road outside Woolsery Primary School.</b> It had been noticed that the road had been painted, and a reminder would be given to Highways for the work to be completed.</li> </ul> <p>A parishioner had contacted him about the road from the Primary School to Duerdon Cross. DCC Highways required more information and this would be given.</p> <p>A meeting about the forthcoming devolution had been held where it had been said that if it goes ahead, it would mean an additional £300 - £500 per resident. As there will no longer be District Councils, they would be looking to offload their current responsibility for parks, public conveniences and car parks which could mean an extra 15% on Parish Council Precepts.</p> <p>It was anticipated that County Councillors would continue in their current role until 2028 or 2029.</p> <p>If the government does not approve the plan submitted for Devon, they will make the decision.</p> <p>If there is an early General Election, the devolution idea will be scrapped if another Party is elected. To date, hundreds of thousands of pounds has been and will be spent coming up with a proposal.</p> <p>There will be one Council in North Devon, the poorest area which will lose out. The current proposal is that a population of 175,000 is required for a Mayor to be elected.</p> <p>He is on the children's Scrutiny Committee. It is unfair that so many foster carers are being lost due to not being paid the same rate as children in care.</p> <p>He will speak on behalf of all the Parishes at a First Responders meeting on 22 September. South Western Ambulance Service Trust are finding it increasingly challenging to provide a service.</p> | <p><i>Cty Cllr RJ<br/>– October<br/>Meeting</i></p> <p><i>Cty Cllr RJ<br/>– October<br/>Meeting</i></p> <p><i>Cty Cllr RJ<br/>– October<br/>Meeting</i></p> |
| <b>44.2</b> | <p><b>District Councillors:</b><br/> <b>A Dart.</b> A written Report had been circulated as follows:<br/> <i>I attach details from the C&amp;R committee I sat on this Monday.</i></p> <p><i>We agreed some money for the Pollyfield play area, which is in need of attention.<br/> As well as agreeing that the Bideford youth football would be the principal user of the football pitch being produced at Winsford. Whilst not necessarily relevant to us in our area, this was quite positive.<br/> We also had details of this year's budget over and under spends, (attached) which equated to a large surplus, which we then had to reallocate.<br/> The point was made that it would be preferable to lower council tax, or at least not increase it!<br/> What was alarming, to me, was the considerable amount of tax payers money being requested to facilitate the compliance with the local government reorganisation that is being undertaken.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                             |

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|               | <p><i>Not only is it taking up a large proportion of staff time, it appears they require money for training and for external help to aid compliance with the tight deadlines involved!</i></p> <p><i>Whilst the government have given about £35, 000, You will see that we were asked to note the urgent release of a further £45,000 plus an extra £50,000!</i></p> <p><i>I did not vote to approve this! I think it is madness that will not, in the end, be beneficial for our sparse rural area, and whilst it may be frustrating that TDC has a good financial position at present, one has to ask, where that money will end up when the reshuffle debacle is completed! ....If indeed it has not been eaten up by the process itself!</i></p> <p><i>We will be receiving an update on the local government reorganisation process next week.</i></p> <p>Councillor Dart advised that TDC is aware of a static caravan at Waytown and the matter is in hand.</p> <p><b>S Harding.</b> Councillor Spittles had contacted him regarding a development in the Parish, as there could be a pattern developing across Torridge.</p> <p>Councillor Harding confirmed he had spoken to the Head of Planning at TDC who advised that the person on the site had applied for a Class BC Part 4 60 day campsite for 12 months. This has not been exceeded.</p> <p>Regarding the allotments, some plots of which are being rented out, he is in conversation with TDC Licensing Department in this regard</p> <p>If livestock is kept on the site, Defra must be advised</p> <p>In connection with a Bridleway running by the site, cars are not permitted to block it, but a hard standing in the field is permitted.</p> <p>Any toilet facilities on the site, even a compostable one, has to be inspected and in working order.</p> <p>If litter is being burned on the site, this is illegal.</p> <p>TDC Members have been talking about the levelling up funding and full Council will discuss it further.</p> <p>As a Member on the Internal Scrutiny Committee, a large amount of money is being spent on the devolution proposal and this has the effect of taking officers away from other work they would normally carry out.</p> <p>There are approximately 14 live enforcement cases in the District, compared to 99 in Cornwall.</p> <p>As a Member of External Scrutiny, a talk was given by the Taw and Torridge Voluntary Service, a great asset to the area, whose costs have significantly increased.</p> <p>TDC had in the past given a grant of £10,000, but they need almost 3 times that amount to function and TDC is trying to find ways to help.</p> <p>He had received notification that the DCC Highways Dragon Patcher had repaired three large patches on the road from Woolsery Primary School to Duerdon, mentioned under County Councillor Julian's Report.</p> |  |
| <b>44.3</b>   | <b>Clerk's Report:</b> (Where not mentioned elsewhere on the Agenda)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| <b>44.3.1</b> | <b>Community First.</b> Confirmation received that the revised premium of £333.00 has been received and that the Long Term Agreement (3 years) has commenced.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| <b>44.3.2</b> | Made <b>payments</b> by BACS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>44.3.3</b> | <b>Westward Housing</b> has been thanked for details of the cost and noted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| <b>44.3.4</b> | <b>Interpretation Boards.</b> Northern Devon Coast and National Landscape is progressing new boards.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| <b>44.3.5</b> | <b>Reported road condition</b> between Cranford and Bucks Cross.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |

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|        | <p>The following report was received from DCC Highways on 23/7/25 and circulated to Councillors:</p> <p><i>Our Roads are inspected on a regular basis for safety defects and repaired within a policy timeframe to ensure a continued basic safety of the road network. While the condition of the roads may not be as desired in some places, regrettably there are not the funds to undertake the repairs required across all of the network at the current time. We strongly encourage reporting of potholes from members of the public. Further details can be found on our web pages at Report a problem - Roads and transport or via our call centre on 0345 155 1004.</i></p> <p><i>Where roads have been identified for future schemes there is no way to bring them forward without the funding being present to pay for the works.</i></p> |                     |
| 44.3.6 | <p>Enquired about <b>signs at Bucks Mills</b> which have been replaced.</p> <p>Councillor Spittles advised she had spoken to the Environment Officer from TDC at the SWW Drop-In Session earlier about sign close to the waterfall at Bucks Mills.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |
| 44.3.7 | <b>Submitted planning applications.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                     |
| 44.4   | <b>Parish Councillors:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                     |
| 44.4.1 | H Freeman. Not present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                     |
| 44.4.2 | <p>D Hancock.</p> <p><b>Footpath 9 – Moorhead to the top of West Moor.</b> The hedge had not been trimmed and he will report this on the DCC Highways website.</p> <p><b>The hedge near the turning to Manor Park is leaning on the left hand side.</b> This is on private property and the responsibility of the house owner. He will speak to the owner.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p>DH</p> <p>DH</p> |
| 44.4.3 | R Heywood. Not present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                     |
| 44.4.4 | M Hill. Not present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                     |
| 44.4.5 | <p>S Hill.</p> <p><b>Visibility at the Bucks Cross junction looking left towards Clovelly is obscured by low hanging trees.</b></p> <p>Councillor Spittles to speak to the house owner.</p> <p><b>Library of Things.</b> This innovative idea had been seen in London where useful household items can be rented by people to use in their homes to repair items and carry out DIY tasks.</p> <p>District Councillors were not aware of any scheme like this in the area.</p>                                                                                                                                                                                                                                                                                                                                                                        | LS                  |
| 44.4.6 | <p>S Salvidant.</p> <p><b>There has been overnight parking in Bucks Mills car park</b> involving two or three vans resulting in human waste and litter.</p> <p>The car park is owned by TDC who do not have enough manpower to enforce the no overnight camping.</p> <p>The Parish Council had previously asked for a height restrictor but TDC would not agree to it.</p> <p>Due to overgrown hedges on the road leading to Bucks Mills, it appears as if it is a single track road and car parking is making access difficult.</p> <p>She hopes that the MP is fully acquainted with the SWW First Time Sewerage Application which, as a result of her talk with SWW officers at the Drop In Session earlier, was not looking very promising.</p>                                                                                                  |                     |
| 44.4.7 | <p>L Spittles</p> <p>⇒ Bucks Cross Flower Planters. The plants were purchased but not planted due to the heatwave. Bulbs and compost for Spring flowering had been</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | October Agenda      |

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|               | <p>purchased, the invoice for which would be included for payment on the October Agenda.</p> <p>⇒ EA Online Reporting Service for pollution incidents on Facebook. This had been done.</p> <p>⇒ She attended a collaborative meeting for Torridge Parish Councils at Langtree where the Leader of TDC and a representative from the Devon Association of Local Councils were present. The details of the meeting will be circulated to Councillors. There is a further meeting next week.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | LS |
| <b>45.</b>    | <b>Matters Arising from the Minutes of 15 July 2025.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |
| <b>45.1</b>   | <p><b>South West Water First Time Sewerage Application.</b></p> <p>A drop in session had been held on Tuesday, 16 September 2025 in Woolsery Sports and Community Hall between 3 and 7pm.</p> <p>It had been pointed out to SWW that they had said a remote meeting would be arranged for people unable to attend and it is understood that these details will be made available.</p> <p>Councillors Spittles and Salvidant, District Councillor Harding and the Parish Clerk attended, and all asked the same questions and were told that unless both the majority of Bucks Cross and Bucks Mills residents sign up to the scheme it will not be viable.</p> <p>SWW does not have any liability as there is no infrastructure and have no duty about pollution which is the responsibility of the EA.</p> <p>There are some storm drains for the existing sewage pipe from Bucks Cross. SWW have the plans but it is unlikely it will be done.</p> <p>Septic tanks are coming to the end of their life.</p> <p>Individual situations cannot be taken into account.</p> <p>There is no incentive to make the scheme attractive which would be at a cost of between £2 - £3 million.</p> <p>If SWW reject the scheme, the outcome of which is expected by the end of the year, it can be appealed and the EA will decide.</p> |    |
| <b>46.</b>    | <b>Planning &amp; Planning Correspondence.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |
| <b>46.1</b>   | <b>There were no planning applications to consider.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |
| <b>46.2</b>   | <b>Planning Correspondence.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |
| <b>46.2.1</b> | <p><b>E/24/0100/BRE – 16 Forest Lakes, Woolsery.</b></p> <p>Councillors were circulated with a letter received from TDC Enforcement Department advising that a breach of planning was considered not to have taken place and that the file has been closed.</p> <p>Further reports concerning this property are not likely to be followed up.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |
| <b>46.2.2</b> | <p><b>It was noted that Application 1/0530/2025/FUL – Replacement extension to the rear and raising part of the main roof – South Bitworthy, Woolsery, had been granted planning permission.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |
| <b>47.</b>    | <b>Finance.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |
| <b>47.1</b>   | <p><b>Balances as at 16 September 2025:</b></p> <p><b>NatWest Current Account: £14.62</b></p> <p><b>NatWest Business Reserve Account: £21,350.36</b></p> <p><b>Interest earned during August 2025 was £17.88.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |
| <b>47.2</b>   | <b>Budgetary figures for June, July and August 2025; bank reconciliation and details of payment document for signature by the Chairman, Vice Chairman</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |

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|      | <b>and Clerk had been circulated to Councillors to comply with Financial Regulations.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |      |                      |                                                                                                                       |                                                                                               |
| 47.3 | <b>Remembrance Sunday, 9 November 2025.</b> To consider purchasing a Poppy Wreath from the Royal British Legion shop at £19.99 plus £4.50 postage.<br><br><b>Proposed by Councillor S Hill.</b><br><b>Seconded by Councillor Hancock.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |      |                      |                                                                                                                       | Clerk to order Wreath - to be sent to LS                                                      |
| 47.4 | <b>To approve and authorise the following payments.</b><br><b>Proposed by Councillor Spittles.</b><br><b>Seconded by Councillor Salvidant and unanimously agreed.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |      |                      |                                                                                                                       | Clerk to make payments by BACS                                                                |
|      | 47.4.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | BACS | Mrs S Squire         | <b>August &amp; September 2025 salary and expenses</b><br>Salary. £534.39 x 2 = £1,068.78<br>Expenses. £1.00 & £20.30 | <b>£1,090.08</b>                                                                              |
|      | 47.4.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | BACS | HMRC                 | <b>PAYE</b> (August and September)<br>£133.60 x 2                                                                     | <b>£267.20</b>                                                                                |
|      | 47.4.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | BACS | Mr R Stoneman        | <b>Grass cutting and strimming – June to August</b>                                                                   | <b>£900.00</b>                                                                                |
|      | 47.4.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | BACS | Woolsery Hall        | <b>Hire of Hall for July Parish Council Meeting</b>                                                                   | <b>£16.00</b>                                                                                 |
|      | 47.4.5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | BACS | Royal British Legion | <b>Poppy Wreath</b>                                                                                                   | <b>£24.49</b>                                                                                 |
|      | <b>To ratify the following payment to Community Heartbeat Trust.</b><br>Purchase of defibrillator pads for the defibrillator at Bucks Cross which expired on 31/8/25.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |      |                      |                                                                                                                       | <b>£89.94.</b>                                                                                |
|      | <b>Proposed by Councillor Hancock.</b><br><b>Seconded by Councillor S Hill and unanimously agreed.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |      |                      |                                                                                                                       |                                                                                               |
| 47.5 | <b>Maintenance of bus shelters at Bucks Cross and Woolsery.</b><br>The Clerk has contacted HTCD Exterior Decorating for an update and quotation if necessary following agreement that the structures would be inspected 6 months after the refurbishment had been carried out.<br><br>To maintain all 3 shelters, it will be £210.00 each visit, this covers weeding, washing the floors, clearing the gutters and the cleaning of the perspex.<br><br>If any painting is required, it will be an additional fee which will depend on how much painting is required along with the price of the paint, this will be POC.<br><br><b>Proposed by Councillor S Hill.</b><br><b>Seconded by Councillor Hancock and unanimously agreed.</b> |      |                      |                                                                                                                       | Clerk to advise HTDC and a diary note to be made for the item to be on the March 2026 Agenda. |
| 47.6 | <b>Mr B Trevor - Tree Work Estimate.</b> For the removal of dead Cherry on green outside church and small trees on school green pruned and lifted to improve: £180.00<br><br>To approve the quotation.<br><br><b>Proposed by Councillor S Hill.</b><br><b>Seconded by Councillor Spittles and unanimously agreed.</b>                                                                                                                                                                                                                                                                                                                                                                                                                  |      |                      |                                                                                                                       | Clerk to advise the contractor                                                                |
| 47.7 | <b>2024/25 Audit.</b> Confirmation from external auditor P K F Littlejohn LLP that they 'have received and logged the notification of exempt status for the year ended 31                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |      |                      |                                                                                                                       |                                                                                               |

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|      | March 2025 submitted to us for Woolsery (Torrige) Parish Council. By notifying us that Woolsery (Torrige) Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by us for this reporting year’.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 47.8 | <p><b>Torrige Volunteer Cars.</b> Letter of thanks for grant.</p> <p><b><i>Standing Orders were lifted to allow a member of the public to speak.</i></b><br/>In the past, local organisations who applied for a grant were given precedence with other national organisations being secondary.<br/>It was advised that the Parish Council followed this same procedure.<br/><b><i>Standing Orders were reinstated</i></b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| 48.  | <p><b>To consider a response to items raised under the Public Session.</b><br/>These had been dealt with earlier in the meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| 49.  | <b>Correspondence.</b> Various emails and publications have been circulated to Councillors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| 49.1 | <p><b>Ministry of Housing, Communities and Local Government.</b><br/><b>Consultation outcome on remote attendance and proxy voting in local authorities: consultation results and government response.</b><br/>Email circulated to Councillors on 22/7/25 giving a link to the above which confirms that:<br/><i>The government is of the view that in-person authority meetings remain vital for local democracy, but that hybrid and remote attendance, and proxy voting, will enable local authorities in England to develop more modern, accessible, and flexible working practices.</i></p> <p><i>We have carefully considered arguments for and against remote attendance and proxy voting, and we plan to legislate to support permanent provision in relation to both policies, when parliamentary time allows.</i></p> <p><i>On remote attendance, we plan to permit local authorities to develop their own locally appropriate policies, if they decide to hold remote meetings.</i></p> <p><i>On proxy voting, we plan to require principal (unitary, upper and second-tier) councils to implement proxy voting schemes, to provide consistency for members who are absent when they become a new parent, or for serious or long-term illness. We plan for this requirement to apply to meetings of full council. For all other meetings, proxy voting may be used but will not be required, and substitute or pairing schemes may be more appropriate. We plan for other local authorities not listed above to be enabled but not required to implement proxy voting schemes, for any of their meetings, in the context of member absences for serious or long-term illness or becoming a new parent.</i><br/><i>We plan to work collaboratively with the sector to develop clear and supportive guidance in relation to both remote attendance and proxy voting policies. Noted.</i></p> |  |
| 49.2 | <b>TDC.</b> New Street Naming and Numbering Policy. Email circulated to Councillors for information on 16/7/25. <i>Noted.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| 49.3 | <b>DCC.</b> Transport Coordination Service, Devon County Council. Email regarding service changes from 31/8/25 circulated to Councillors on 18/8/25. There are minor changes to the service from Barnstaple to Hartland (Stagecoach) in that it no longer serves the Atlantic Academy as it has its own transport. <i>Noted.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 50.  | <p><b>Parish Council Website.</b><br/>The latest 2025 edition of the Practitioners’ Guide brings important updates for authorities preparing Annual Governance and Accountability Returns (AGAR) for financial years starting on or after 1 April 2025.</p> <p>The most notable changes to the Practitioners’ Guide this year are:</p> <ul style="list-style-type: none"> <li>Email management – every authority must now have a generic email account hosted on an authority-owned domain, e.g. clerk@abcparishcouncil.gov.uk or clerk@abcparishcouncil.org.uk rather than abcparishclerk@gmail.com or abcparishclerk@outlook.com</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>▪ New Assertion – a new Assertion 10 has been added to clarify data compliance, previously covered under Assertion 3.</li> <li>▪ Updated Assertion – Guidance on Assertion 9 (Trust Funds) has been updated to reflect changes to the AGAR for 2025/26 when Cell 11a and Cell 11b will. Be replaced with a single Cell 11.</li> </ul> <p>These updates streamline processes, enhance transparency, and improve governance standards to help ensure your authority is ready for these changes.</p> <p>To consider the future requirements of the website and the adoption of an IT Policy.</p> <p>Councillors recognized the importance of a legal and correct website and also their own email accounts which are currently on a personal basis.</p> <p>The Clerk to obtain three quotations for a newly constructed website, retaining the current .org.uk domain name and in addition, quotations for a new Parish Council email address on a .org.uk basis and Councillors email addresses with a Parish Council org.uk account.</p> <p><b>IT Policy.</b><br/> <b>Proposed by Councillor Spittles to adopt the draft circulated by the Clerk.</b><br/> <b>Seconded by Councillor Salvidant and unanimously agreed.</b></p> | <p><i>Clerk</i></p> <p><i>Clerk to update</i></p> |
| 51.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p><b>Date and time of next meeting: Tuesday, 21 October 2025 at 7.30pm in Bucks Cross Village Hall.</b></p> <p>The meeting ended at 9.03pm.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                   |
| <p><b>Summary of Decisions:</b></p> <ul style="list-style-type: none"> <li>➤ Minutes of the Parish Council Meeting held on 15 July 2025</li> <li>➤ Purchase of a Poppy Wreath for the Remembrance Sunday Service</li> <li>➤ Payments</li> <li>➤ Ratification of a payment to the Community Heartbeat Trust for defibrillator pads for the Bucks Cross defibrillator</li> <li>➤ Acceptance of quotation from HTCD of £210 for each visit to maintain the three bus shelters in the Parish</li> <li>➤ Acceptance of a quotation from Ben Trevor of £180.00 for tree work in Woolsery</li> <li>➤ Adoption of IT Policy</li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                   |
| <p><b>These Minutes are agreed by those present as being a true record.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                   |
| <p>Signed:<br/>Chair of Woolsery Parish Council.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <p>Date:</p>                                      |