

WOOLSERY PARISH COUNCIL.

TO ALL COUNCILLORS: You are summoned to a Parish Council Meeting on Tuesday 17 June 2025 in Woolserly Sports and Community Hall at 7.30pm.

The Agenda is below.

Sue Squire, Parish Clerk. 12 June 2025

1.	Public Comment Session. <u>Members of the public are not permitted to speak after this item.</u>
2.	Declarations of Interest.
3.	Apologies.
4.	Approval of the Minutes of the Annual Parish Council Meeting held on 20 May 2025.
5.	Reports
5.1	County Councillor R Julian.
5.2	District Councillors Andrews; Dart; Harding. A written Report has been received and circulated from Councillor Dart.
5.3	Clerk's Report: (Where not mentioned elsewhere on the Agenda)
5.3.1	Updated compliance, policies and Asset Register in preparation for the 2024/25 audit which are now with the internal auditor. Item 8.4 refers.
5.3.2	Is in correspondence with Community First, the Parish Council's insurers regarding cover for assets. Item 6.2 refers.
5.3.3	Submitted the Parish Council's response on planning applications to TDC
5.3.4	Made payments by BACS
5.3.5	Westward Housing. Correspondence regarding Lease and legal fees in relation to the proposed new bus shelter at East Park.
5.3.6	Road between Woolserly and Bradworthy. Has been in email correspondence with County Councillors Julian and Rowsell and the Parish Clerk of Bradworthy Parish Council.
5.3.7	Notice Boards. Is in correspondence with the North Devon Coast National Landscape (formerly AONB) and more details will be given.
5.4	Parish Councillors:
5.4.1	H Freeman
5.4.2	D Hancock ⇒ Watering of planter on road from Cranford at village entrance
5.4.3	R Heywood ⇒ Bus Shelter at East Park. Clarification of the position regarding Highways and TDC ⇒ Wording from Highways regarding land outside the Parish Church
5.4.4	M Hill ⇒ Information on land ownership outside the Parish Church after checking details on the Land Registry website
5.4.5	S Hill
5.4.6	S Salvidant
5.4.7	L Spittles ⇒ Ideas for future community involvement ⇒ Councillor Projects ⇒ Bucks Cross Planters ⇒ Letter to SWW regarding the First Time Sewerage Application (Item 6.1 below refers)

6.	Matters Arising from the Minutes of 20 May 2025.																																						
6.1	South West Water First Time Sewerage Application. Councillors Spittles and Salvidant have liaised regarding a response to South West Water in connection with the questionnaire provided for residents to complete and a letter with three timelines has been sent to SWW's Chief Executive, other SWW officers, Sir Geoffrey Cox MP, County and District Councillors, Parkham Parish Council and the Environmental Protection Officer at TDC. SWW has invited the Parish Council and other stakeholders to a Teams Meeting on Tuesday, 17/6/25. Councillors Spittles and Salvidant will attend on behalf of Woolsery Parish Council.																																						
6.2	Parish Council Insurance. The Clerk is in email correspondence regarding assets to be included.																																						
7.	Planning & Planning Correspondence.																																						
7.1	There were no Planning Applications to consider at the time of preparing the Agenda.																																						
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7.2.1	Application – 1/0108/2025/FUL – Bundys, Bucks Cross. The Clerk has been in email correspondence with the planning officer regarding the fact that the application had been determined before the date shown on the letter when the Parish Council was contacted and invited to response as a statutory consultee. Upon investigation, there was a computer-generated error as it is shown on TDC's system as a 14 day consultation. This is being raised by the planning officer with the planning support team as an issue with the IT system.																																						
7.2.2	To note the following TDC Decision Notices: Approvals for ▪ Application 1/0320/2025/FUL – Rebuild of existing Dutch Barn/Workshop for use as ancillary domestic storage/workshop (amended red edge) – Barn at Grid Reference 23273 119913, Woolsery. ▪ Application 1/0281/2025/FUL – Demolition of existing porch extension and new orangery and lean-to extension – Mill Cottage, Bucks Mills. ▪ 1/0355/2025/FUL – Erection of extension (Variation of condition 2 of planning approval 1/1057/2024/FUL) – Brambles, Bucks Cross.																																						
8.	Finance.																																						
8.1	Balances will be tabled.																																						
8.2	Budgetary figures for May 2025; bank reconciliation and details of payment document for signature by the Chairman, Vice Chairman and Clerk will be circulated to Councillors to comply with Financial Regulations.																																						
8.3	To approve and authorise the following payments. <table border="1" data-bbox="186 1570 1461 1778"> <tr> <td>8.3.1</td><td>BACS</td><td>Mrs S Squire</td><td>June 2025 salary and expenses Salary Expenses</td><td></td></tr> <tr> <td>8.3.2</td><td>BACS</td><td>HMRC</td><td>PAYE</td><td>£</td></tr> <tr> <td>8.3.3</td><td>BACS</td><td>Mr R Stoneman</td><td>Grass Cutting</td><td>£900.00</td></tr> </table> Payment of 2025/26 Grants to Local Organisations: <table border="1" data-bbox="186 1877 1461 2022"> <tr> <td>8.3.4</td><td>BACS</td><td>Woolsery Primary School</td><td></td><td>£150.00</td></tr> <tr> <td>8.3.5</td><td>BACS</td><td>1st Woolsery Scout Group</td><td></td><td>£150.00</td></tr> <tr> <td>8.3.6</td><td>BACS</td><td>The Good Companions</td><td></td><td>£100.00</td></tr> <tr> <td>8.3.7</td><td>BACS</td><td>All Hallows Church</td><td></td><td>£150.00</td></tr> </table>				8.3.1	BACS	Mrs S Squire	June 2025 salary and expenses Salary Expenses		8.3.2	BACS	HMRC	PAYE	£	8.3.3	BACS	Mr R Stoneman	Grass Cutting	£900.00	8.3.4	BACS	Woolsery Primary School		£150.00	8.3.5	BACS	1st Woolsery Scout Group		£150.00	8.3.6	BACS	The Good Companions		£100.00	8.3.7	BACS	All Hallows Church		£150.00
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	8.3.8	BACS	Friends of Woolsery School		£150.00
	8.3.9	BACS	Woolsery Youth Club		£150.00
	8.3.10	BACS	Bucks Cross Village Hall		£150.00
	8.3.11	BACS	Project Linus		£150.00
	Payment of 2025/26 Grants to External Organisations:				
	8.3.12	BACS	Torridge, North, Mid & West	Devon Citizens Advice	£150.00
	8.3.13	BACS	South West Heritage Trust	North Devon Record Office	£ 50.00
	8.3.14	BACS	Torridge Volunteer Cars		£150.00
	Payment of Councillors allowances for 2024/25:				
	8.3.15	BACS	Cllr M Hill	Chairman for 2025/25	£200.00
	8.3.16	BACS	Cllr D Hancock		£100.00
	8.3.17	BACS	Cllr R Heywood		£100.00
	8.3.18	BACS	Cllr S Hill		£100.00
	8.3.19	BACS	Cllr L Spittles		£100.00
	8.3.20	BACS	Cllr S Salvidant		£100.00
8.4	2024/25 Audit. To note that the accounts and supporting paperwork is being internally audited by Westcotts Barnstaple and a Report received within the Annual Governance and Accounting Return. The Clerk has submitted the Certificate of Exemption to the external auditor, P K F Littlejohn LLP in London and this has been acknowledged.				
9.	To consider a response to items raised under the Public Session.				
10.	Correspondence. Various emails and publications have been circulated to Councillors.				
10.1	North Devon Record Office Funders and Supporters Event. An appreciation event will be held at the North Devon Record Office on Tuesday, 22/7/25 from 2-4pm. The invitation gives the opportunity to view some unique items from the extensive collections. There will be a short introductory talk by Scott Pettitt, Head of Devon Archives and Local Studies, plus an optional strongroom tour. RSVP by 19/7/25.				
11.	Date and time of next meeting: Wednesday, 15 July 2025 at 7.30pm in <u>Bucks Cross Village Hall.</u>				