

**A Parish Council Meeting of
Woolfardisworthy Parish Council is to be held on
Tuesday, 15 October 2024 in
Bucks Cross Village Hall
at 7.30pm.**

**All Councillors are hereby summoned to attend for the purposes
of the following business.**

Members of the press and public are also invited to attend.

The Clerk is on leave from 19 – 23 October 2024 inclusive.

Sue Squire

Sue Squire, Parish Clerk for the Parish Council

Date: 10 October 2024

**Members of the public wishing to speak on any item on the
Agenda may do so under 'Representations from the Public'. The
time limit for speaking is limited to 3 minutes.
The public are not permitted, under Standing Orders, to speak or
take part in the meeting before or after this item.**

1. **Public Comment Session**
2. **Apologies.**
3. **Declaration of Personal / Prejudicial Interest for items on the Agenda**
All Members are reminded that all interests must be declared prior to the item being discussed or, if it is realised during the meeting that an interest has arisen, it must be declared at that time.
4. **Minutes.**
- 4.1 **Minutes of the Parish Council Meeting held on 17 September 2024 to be approved and signed as a true and accurate record.**
5. **To consider items raised at the last meeting:**
- 5.1 **Road Warden Scheme.** Item 6.1 refers.
6. **Clerk's Report:**
- 6.1 **Road Warden Scheme.** The link on DCC's website, giving more details, has been forwarded to Councillors. This item to be discussed under Point No. 5.1.
- 6.2 **Replied as directed to a resident regarding the offer of an informal presentation relating to onshore wind turbines, the UK energy supply and cost of living crisis.**
- 6.3 **Replied to parishioners in connection with the flowerbed on the junction of the Farmers Arms and the Clovelly Road.**
- 6.4 **Dog Bins.** TDC has been contacted regarding those in Woolsery and Bucks Mills. There has been considerable email correspondence regarding Move 2 at Manor Park, with TDC querying the reason why it was thought the current position was considered dangerous as this had never been an issue before. The Clerk has gone to great lengths to explain that Move 2 is a quieter area of the village with less traffic. TDC will not move the bin and a precise location, suggested by the Parish Council, is required.

As regards the request for an additional bin at Bucks Mills, this is not on the list for action as there are two there already. The Clerk has explained the reason for a third bin and this will be kept under review.

6.5 Made payments

6.6 Water leak outside the Manor. DCC Highways have confirmed that the drains have been jetted and were both reported as operational following the latest works.

6.7 Bus Shelter at East Park. Item 7.3 also refers.

DCC Highways have advised that their new and historic records show conflicting information about whether it is public highway and further enquiries have been made with the Land Charges Team.

On the Land Registry details, it can be seen that the freehold of the land underneath the verge appears to be currently owned by Westward Housing Group Limited.

Once Highways has identified whether or not there are public highway rights over the verge, further information will be supplied. They have also asked if the Parish Council has any relevant information that can be provided to help with identification purposes.

6.8 Grit Bin at Cranford. The Clerk is waiting for the precise location so that the Locality Grant application can receive further attention.

6.9 Vacant seat on the Parish Council. Councillor Spittles has arranged for this to be advertised on Facebook.

6.10 Airband – Wayleave Request in respect of Old Market Drive. A further response from Airband has been received and circulated to Councillors.
To further discuss the Wayleave request.

6.11 Overgrown trees at Old Market Drive and Church Green. Map / specification / details of contractors to approach is awaited.

6.12 Maintenance of Bus Shelters in Woolsery and Bucks Cross. Specification / details of contractors to approach has been approved and two contractors have been invited to provide a quotation.

Stagecoach has been asked to update the timetable in all bus shelters. They replied that the timetable had not been amended for a considerable time and the Clerk requested that the current details are replaced, in case those present were faded.

6.13 Alleged unauthorised Beach Huts at Bucks Mills. Photographic evidence has been supplied to TDC Enforcement Department with a request that a file is opened and an investigation commenced.

A reply has been received that a map of the area is required for clearer identification.

The Clerk, with the assistance of Councillor Sallivant, has supplied the What3Words location.

6.14 Sign cleaning by HTCD Exterior Cleaning. A letter of thanks has been sent for cleaning the signs and a reply received that the company intend to clean the rest when time allows.

6.15 Life Education Wessex has been advised that Councillors decided not to give a donation.

7. Reports from County, District Councillors and Parish Councillors

7.1 County Councillor J Wilton-Love.

7.2 District Councillors.

7.3 Parish Councillors

M Hill

(1) Beach Huts at Bucks Mills. Item 6.13 refers.

(2) Housing Needs Survey. Free Support available for Rural Housing.

Councillors were circulated with an email giving more information on 3/10/24.

D Hancock Home Guard huts. To advise on his conversation with the landowner.

S Harding

R Heywood (1) Bus Shelter at East Park.

(2) To discuss Councillors' allowances

S Hill

S Salvidant

L Spittles

8. **Planning. To consider the following applications:**
1/0794/2024/FUL – Demolish existing Nissan Hut and erection of 1 no. log cabin dwelling (self build) – Building a Dipple Farm, Woolsery.
The deadline date for the Parish Council's response is 14 October 2024 and the planning officer has agreed to extend this so that the application can be considered at this meeting.
<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

1/0733/2024/FUL – Change of use from an existing caravan business site to an operational depot (sui generis) – Land at Grid Reference 235373 122670, Hill Top Caravans, Bucks Cross.
The deadline date for the Parish Council's response is 11 October 2024 and the planning officer has agreed to extend this so that the application can be considered at this meeting.
<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

1/0836/2024FUL – Installation of PVCu conservatory to the front of the property – Knivers Meadow, Woolsery.
The deadline date for the Parish Council's response is 28 October 2024.
<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>
- 8.1 **Planning Correspondence: Decisions, Enforcement & Appeals.**
- 8.1.1 **TDC.** Letter regarding Listed Buildings and Conservation Areas in Torridge District, circulated to Councillors on 8/10/24.
- 8.1.2 **To note the following TDC Decision Notice:**
Approval for Application 1/0661/2024/FUL – Construction of 1 no. dwelling (self build) – land at Higher Ashmansworthy, Woolsery.
9. **Finances.**
- 9.1 **Payments to be authorised:**
 - a. **Sue Squire:**

| | | |
|---|---------|----------------|
| October 2024 salary | £510.93 | |
| Expenses (broadband/photocopying/mileage) | £ 15.75 | £526.68 |
 - b. **HMRC PAYE** **£127.60**
 - c. **123 Reg.** Website Domain Renewal. **£ 11.99**
 - d. **Bucks Cross Village Hall.** Hire of Hall on 15/10/24 **£ 25.00**
 - e. **2024/25 Precept.** To note that TDC has credited the Parish Council's bank account with the second tranche of the Precept, amounting to £7,501.00.
 - f. **Income and Bank Account Balances** – to be tabled
10. **To consider a response to items raised under the Public Session.**
11. **Correspondence received.** Emails from various agencies have been forwarded to Councillors.
- 11.1 **TDC – Emergency Plan.** Email from the newly appointed Emergency Planning Officer circulated to Councillors on 23/9/24.
To consider following up the details to compile an Emergency Plan for the Parish.
- 11.2 **TDC – Annual Rough Sleeper Estimate.** Since Autumn 2010 all local authorities have been required to submit an annual figure indicating the numbers of people sleeping rough in their area. TDC is carrying out an evidence-based estimate including a spotlight count and the typical night chosen is 11 November into the morning of 12 November when the details will be

reported to a TDC meeting that day. Any rough sleepers known in the area is requested to be reported by 6 November.

- 11.3 Devon Countywide Local Cycling and Walking Infrastructure Plan (LCWIP).** Email dated 30/9/24 circulated to Councillors. A public consultation is running from 1/10/24 to 30/11/24. To consider whether to respond as a Parish Council or individually.
- 11.4 Consultation on the draft Devon and Torbay Local Transport Plan.** Email dated 30/9/24 circulated to Councillors. A public consultation is running from 1/10/24 to 30/11/24. To consider whether to respond as a Parish Council or individually.
- 12. Items raised by the Clerk.**
- 12.1 Laying of Poppy Wreath on Remembrance Sunday.** Confirmation as to who will lay this on behalf of the Parish Council.
- 12.2 Christmas Tree for Woolser Green.** To approve that this is ordered.
- 12.3 Black bag distribution for February or March 2025.** To discuss whether to repeat this event and if so, to consider making arrangements for a date for this to take place.
- 12.4 Dates of 2025 meetings in Woolser Sports and Community Hall and Bucks Cross Village Hall.**
The third Tuesday of the month with the exception of August when there will be a recess. Meetings at Bucks Cross Village Hall suggested to be in January, April, July and October.
- 12.5 Date of Annual Parish Meeting and whether to follow the same format as the 2024 meeting when organisations are invited to have a table and promote themselves with material and props.**
- 13. Date and time of next meeting:** Tuesday, 19 November 2024 at Woolser Sports and Community Hall at 7.30pm during which the 2025/26 Precept and Budget will be set.