

Minutes of Woolsery Parish Council Meeting held on Tuesday, 20 February 2024 in Woolsery Sports and Community Hall at 7.30pm.

Chaired by: Councillor L Spittles		Clerked by: Mrs Sue Squire
Present: Councillors D Hancock S Harding (District Councillor) S Hill S Salvidant L Spittles District Councillors Andrews and Dart (from Minute No. 23/24.132.2) 5 Members of the public		Agenda: - Public Comment Session Apologies Declaration of Personal / Prejudicial Interest for items on the Agenda Minutes Clerk's Report Reports from County, District & Parish Councillors Planning Finances To consider a response to items raised under the Public Session Correspondence received Date and time of next meeting
		<u>Action:</u>
23/24.132	Public Comment Session.	
23/24.132.1	A resident spoke about a Net Zero campaign taking place in Cornwall and circulated leaflets for further information.	
23/24.132.2	Potholes. The resident was provided with a copy of the Neighbourhood Highway Officer's Report after having inspected the areas mentioned at previous meetings. The resident spoke about the poor state of the road in the Dipple area. Members of the public were advised that road defects should be reported to DCC Highways as the Parish Council could not do anything about it.	DH to provide What3Words reference
23/24.132.3	Representations were made about the cover of a drain which was sinking.	
23/24.132.4	Poor standard of fencing at South Park. This matter was further discussed under Minute No. 23/24.140.1	
23/24.133	Apologies. Councillors B Beech (unwell), R Heywood (work commitments), M Hill (work commitments).	
23/24.134	Declaration of Personal / Prejudicial Interest for items on the Agenda. None.	
23/24.135	Minutes of the Parish Council Meeting held on 16 January 2024. Approved and signed as a correct record. Proposed by Councillor S Hill Seconded by Councillor Harding and unanimously agreed.	
23/24.136	Clerk's Report.	
23/24.136.1	Email sent to County Councillor Wilton-Love regarding repair of potholes by him following the completion of his Chapter 8 training. County Councillor Wilton-Love had replied advising that the work involved is too much for him to do and that the details are included on a future highways programme. Separately, an email has been received from the newly appointed Neighbourhood Highways Officer (NHO). The Clerk has sent a welcome email to	

	<p>him, taking the opportunity of pointing out the roads which are in very poor condition and are continually advised at Parish Council meeting.</p> <p>A follow up email has been received from the NHO which has been circulated to Councillors, with more details given at the meeting and a copy provided for a member of the public, as detailed in Minute No. 23/24. 132.2.</p>	
23/24. 136.2	<p>Report of meeting has been sent to the Parish News after email correspondence between Councillor Beech and the Parish News editor.</p> <p><i>Standing Orders were lifted to enable a member of the public to speak.</i></p> <p>It was advised that the article had not been included, although a report on Clovelly's meeting (not sent by the Clerk), had been included.</p> <p><i>Standing Orders were reinstated.</i></p>	
23/24. 136.3	<p>Telegraph pole opposite the entrance to All Hallows Church. There had still been no reply from BT.</p>	
23/24. 136.4	<p>Letters sent to residents regarding grit bins in the Cranford area.</p>	
23/24. 136.5	<p>Councillor Salvidant had given details of the grit bin code at Bucks Mills to the Clerk which is to be moved and TDC has been requested to move the grit bin to the car park.</p> <p>On 8/2/24 confirmation was received that the bin would be moved to the proposed location which had been identified and</p> <p>Councillors were informed of this the same day together with a photograph showing the new site for the bin.</p> <p>Separately, the Neighbourhood Highways Officer has carried out a site visit and agreement has been reached as to the new location.</p>	
23/24. 136.6	<p>Planning responses submitted.</p>	
23/24. 136.7	<p>Payments made.</p>	
23/24. 136.8	<p>Clothes Bank. After repeated efforts to get a reply, Elmtree Textiles had advised that collections are made fortnightly on a Wednesday or Thursday with the next one scheduled for 21/2/24.</p> <p>The firm was surprised to be advised that the bank door was open and the collection driver is being asked to inspect and report back any faults.</p> <p>The community was thanked for its support.</p> <p>Councillor S Hill advised that the bank door is shut and locked, and that the bank was full.</p>	
23/24. 136.9	<p>Mobile Post Office. District Councillor Dart forwarded the email from TDC which has been circulated to Councillors for information.</p>	
23/24. 136.10	<p>Mental and financial help for parishioners. Councillor Spittles will make arrangements for the details to be put on the Facebook page.</p>	LS
23/24. 136.11	<p>Parking problems in Manor Park. There has been email correspondence between the Clerk and County Councillor Wilton-Love, who was forwarded details of the Road Traffic Act section covering the legality of corner parking.</p> <p>County Councillor Wilton-Love's reply had been circulated to Councillors and was discussed at the meeting.</p>	
23/24. 136.12	<p>Dog bins. TDC had been requested to move the dog bins at both ends of Manor Park and Bucks Mills, with the location provided in October and again in January with follow up pictures and What3Words locations, provided by Councillor Hancock.</p>	

23/24. 136.13	Water coming from the pipe at The Manor. County Councillor Wilton-Love and the newly appointed Neighbourhood Highways Officer has been advised of this and asked to investigate further.	
23/24. 136.14	Grass being churned up on the verge at Manor Park as a result of road closures / diversions in the village. County Councillor Wilton-Love has been made aware of this.	
23/24. 136.15	Invoice for hall hire at Bucks Cross Village Hall. A response from the Trustees advised that they are willing to charge £5 per hour, but that a minimum of £15 will apply during the Winter months due to the cost of heating the room. Councillors were advised of this on 8/2/24.	
23/24. 137	Reports from County, District and Parish Councillors.	
23/24. 137.1	County Councillor J Wilton-Love. Not present. No Report received.	
23/24. 137.2	<p>District Councillors:</p> <p>S A Andrew. There had been a vote on sending a letter to the Leader of Devon County Council, suggesting Councillors drive their own cars around the area to see the state of the roads for themselves.</p> <p>Reference was made to the financial problems being experienced in Birmingham and reassured the meeting that there was no danger of that happening at TDC.</p> <p>A Dart. A Levelling Up Committee had been formed and Chairman appointed. 26 Councillors voted to increase Council Tax, with one abstention.</p> <p>She had given a grant of £250.00 to the Schools Book Week created by the Appledore Book Festival which will benefit all local schools who subscribe.</p> <p>There are grants available to Parish Halls which have been circulated on Facebook.</p> <p>She had attended budget and scrutiny meetings. At an Overview and Scrutiny meeting, Petroc had given a presentation to support its plan to become a University.</p> <p>S Harding. Following up on the Petroc presentation, Councillors heard that the College is finding it difficult to get and retain staff partly because of the housing problem.</p> <p>The College wishes to be a University which will take 9 years for this status to apply, providing vocational courses. There is a new suite for people from other Universities to teach.</p> <p>He had attended a talk where plans for North Devon District Hospital were given.</p> <p>If Councillors had not voted for a 1.99% increase in Council Tax, it would mean that reserves would have to be used for the next 4 years.</p>	
23/24. 137.3	Parish Councillors:	
	<p>M Hill. In his absence, a map of the village had been prepared so that areas requiring attention could be identified in preparation for a site visit from the Road Safety Officers of Devon County Council and Devon and Cornwall Police.</p> <p>Councillors Hancock and S Hill will tour the village, mark up the map to include reinstatement of white lines, particularly around the Primary School, and the red markings for the virtual pavement, which Highways had insisted on when the Planning Application for the bakery had been submitted.</p>	DS / S Hill – then send map to Clerk who will invite the Road Safety Officers
	B Beech. Not present. These items are currently on hand. (1) Community Speed Watch.	

	(2) Parking problems in Manor Park.	
	D Hancock. Street lights seem to be coming on at different times of the day.	DH to give column numbers to Clerk for reporting
	<p>S Harding (1) Play Area / Agreement from residents / meeting on 17 January. In his capacity as District Councillor, and with £641.00 remaining in his Councillor grant allocation for the remainder of the financial year, he wishes this to be put towards the cost of the new play equipment. The Clerk had emailed Councillors advising that she had spoken to the person who administers the fund, and before the application form can be submitted, full details of the manufacturer, type of equipment, cost and match funding details would be required.</p> <p>Councillor Harding advised that the equipment would be aimed at toddlers and primary age children. He would obtain three quotations for consideration at the next meeting. Meanwhile, there would be a questionnaire circulated for parents / carers to give the type of equipment they would like to see.</p> <p>(2) Sewerage trap. Sir Geoffrey Cox MP KC was now involved with this issue.</p> <p>(3) Pictures of A frame building at Cranford. Councillor Harding advised he had not had chance to supply these to Building Control.</p> <p>(4) Beach huts at Bucks Mills. He had spoken to officers at TDC's Property Department and been told that people who already have huts on site are permitted to keep them in good order but cannot put up new huts except if using the footings of the existing huts. Councillor Salvidant advised that one hut owner had cleared rubbish away but another had left a large amount of debris.</p> <p>(5) Ash Dieback. Difficulties are being experienced in finding the owner of an Ash tree where the branches are falling onto cars. Highways have been involved to ensure it is not their asset.</p>	SH
	<p>R Heywood. Not present, deferred to the next meeting. (1) Bus Shelter at East Park (2) Disputed landownership bordering Woolserly's Manor House (3) Occupation of field next to the Potting Shed</p>	
	<p>S Hill (1) Royal Mail letter post and Broadband (in liaison with Councillor Heywood) . This was ongoing.</p> <p>(2) Distribution of black bags / community day on Saturday, 2 March 2024 between 10am and 12 noon at Woolserly Sports and Community Hall. The event is being widely advertised.</p>	
	<p>S Salvidant. Councillor Salvidant advised that a resident, who is not a hut owner, has regularly been clearing rubbish away from the slipway area but unfortunately a hut owner has been leaving more debris after working on their hut. There has been a question from another resident about the residency criteria for owning or building a hut down there.</p>	
	L Spittles. Nothing to raise.	
23/24. 138	Planning.	Clerk to send responses

<p>23/24. 138.1</p>	<p>The following Applications were considered:</p> <ul style="list-style-type: none"> ▪ 1/0059/2024/FUL – Vehicle storage building – land at Cross Farm, Woolsery. Proposed by Councillor Spittles to respond ‘No comment’. Seconded by Councillor S Hill and unanimously agreed. ▪ 1/0107/2024/FUL – Change of use of piano room (C3 Use) to licensed wedding venue (Sui Generis) for use up to 5 times a year and creation of car park (affecting a Public Right of Way) – Leworthy Mill Farm, Woolsery. Proposed by Councillor Spittles to respond ‘No comment’. Seconded by Councillor Salvidant and unanimously agreed. 	
<p>23/24. 138.2</p>	<p>Planning Correspondence: Decisions, Enforcement & Appeals. The following TDC Decision Notices were noted:</p> <ul style="list-style-type: none"> - Approvals for Applications: 1/1167/2023/FUL & 1/1168/2023/LBC (Listed Building) – Creation of an additional window on the North elevation – The Old Mill, Bucks Mills. Details have been circulated to Councillors. - 1/1240/2023/FUL – Alteration from a flat roof to a dual-mono-pitched roof and other alterations including solar panels and decking – amendments to existing permission 1/0092/2021/FUL – Forest Lakes, Woolsery. Details have been circulated to Councillors. <p>Regarding Application 1/0004/2024/AGR, Councillors could not recall having been invited to consider this and the Clerk is to make further enquiries.</p>	<p>Clerk</p>
<p>23/24. 138.3</p>	<p>Notice of Planning Appeal. Appeal Ref: APP/W1145/W/23/3333137 – Retention of lodge for use as a dwelling at The Log House, Higher Town Farm, Woolsery. The Appeal has been lodged against the refusal of planning permission. The Planning Inspectorate has decided to determine the Appeal on the basis of an exchange of written statements by the parties and a site visit by an Inspector. TDC has forwarded all the representations received on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the Appeal.</p> <p>If the Parish Council wishes to make comments, or modify/withdraw previous representation(s), this can be done on the Planning Inspectorate website by 5 March 2024.</p> <p>Councillor Spittles asked for it to be minuted that in the bundle of paperwork provided to the Planning Inspectorate, one document refers to her name, and this was because she submitted the Parish Council’s response to TDC when the Application was considered at the Parish Council meeting in October 2023, at which the Clerk was on leave.</p> <p>The representations from the Parish Council goes on to make reference to Woolsery Parish Council.</p> <p>Councillors Spittles and S Hill to draft a response for the Clerk to submit to the Planning Inspectorate after firstly circulating to Councillors for approval.</p>	<p>LS / S Hill</p>
<p>23/24. 139.</p>	<p>Finances.</p>	<p>Clerk to make payments</p>
<p>23/24. 139.1</p>	<p>Payments to be authorised: Proposed by Councillor Harding, seconded by Councillor Spittles and unanimously agreed.</p> <p>a. Sue Squire:</p>	

	<p>February 2024 salary £480.82 Expenses (broadband/photocopying/mileage) £ 16.50 £497.32</p> <p>b. HMRC PAYE £120.20</p> <p>c. Bucks Cross Village Hall. Meetings in October and January £15.00 each. £ 30.00</p> <p>d. To ratify the payment to Shalla Trading Limited in respect of the black bags £582.00</p> <p>e. WIX Website Premium Plan. The plan is being updated and the amount of £108.00 will be taken on 13/3/24 by the usual method of payment. This is an increase from last year's amount which was £86.40.</p> <p>f. <u>Income and Bank Account Balances</u> NatWest Current Account as at 20/2/24: £195.10 NatWest Reserve Account as at 20/2/24: £22,085.43 <i>Interest earned in January 2024 amounted to £29.44</i></p>	
23/24. 139.2	Grass Cutting Tender. The tender expires in March 2024 and is to be put on Facebook with other known contractors also being invited to quote for a three year contract ending in March 2027.	LS / Clerk March Agenda
23/24. 140	To consider a response to items raised under the Public Session.	
23/24. 140.1	Fence at South Park. It was considered that Westward Housing own the fence and they are to be requested to repair it.	Clerk
23/24. 141	Correspondence received. Emails from various agencies have been forwarded to Councillors.	
23/24. 141.1	P3 (Parish Paths Partnership) Forms. These have been forwarded to Councillors Beech and Hancock with a request that the Public Rights of Way are walked / surveyed and the relevant forms completed and submitted to DCC Public Rights of Way Department by mid March 2024.	LS to put on Facebook for others to be involved
23/24. 142	Date and time of next meeting. Tuesday, 19 March 2024 at Woolserly Sports and Community Hall. This will commence with the Annual Parish Meeting at 7pm. The meeting ended at 9.42pm.	
Summary of Decisions:		
<ul style="list-style-type: none"> ➤ Minutes of the Parish Council Meeting held on 16 January 2024 ➤ Planning ➤ Payments 		
These Minutes are agreed by those present as being a true record.		
Signed: Chair of Woolserly Parish Council.		Date: