**Minutes of Woolsery Parish Council Meeting held on Tuesday, 19 September 2023 in Woolsery Sports and Community Hall at 7.30pm.**

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| **Chaired by: Councillor M Hill** | | | **Clerked by: Mrs Sue Squire** | |
| **Present: Councillors**  **D Hancock**  **S Harding (also District)**  **R Heywood**  **M Hill**  **S Hill**  **S Salvidant**  **L Spittles**  **County Councillor J Wilton-Love**  **District Councillors Andrews and Dart (AD arrived during Minute No. 23.24.70)**  **5 Members of the public** | | | **Agenda: -**  Public Comment Session  Apologies  Declaration of Personal / Prejudicial Interest for items on the Agenda  Minutes of the Parish Council meeting held on 15  August 2023 to be approved and signed as a true  Record  Clerk’s Report  Reports from County, District & Parish Councillors  MXB Sub Committee  Planning  Affordable Housing  Neighbourhood Plan  Finances  To consider a response to items raised under the  Public Session  Correspondence received.  Date and time of next meeting | |
|  |  | | | **Action:** |
| **23/24.**  **70** | **Public Comment Session.**  **Potholes.** Too numerous to mention, poor workmanship of repair as they were breaking up again soon afterwards. The road towards Bradworthy is particularly bad.  **Minutes of the last Council meeting.** These were not online and it was advised that they are uploaded to the website after being approved.  **Safety around the Village.** Road junctions need marking and although it could be seen that the Parish Council is making improvements to the safety of pedestrians and aiming to calm excessive speeds, many examples which are happening in the village, it was clear that Highways are no longer interested in the public’s right to walk down a path not marked.  A recent example was given of an incident between a tractor and motor cyclist and it would be unthinkable that the Parish Council had to offer sympathy to someone’s family who had been killed.  This was echoed by another member of the public.  Councillor M Hill advised that the Parish Council took all these comments on board and was trying to do all it could.  **Update on Log House.** The owner had received an approach from the Rotary Club for the property to be rented by them for use by a Ukranian family.  A planning application is to be submitted for this use.  The property has not been lived in for 5 years and during that time, the owner had tried to sell it and take it down.  Councillor Heywood commented that he had not seen the advertisement that it was for sale and was advised that the sale price was £75,000 and the Estate Agents, Morris and Bott did not feel it was worth this price and it was therefore not advertised. | | |  |
| **23/24.**  **71** | **Apologies.** Councillor Beech who is on holiday. | | |  |
| **23/24.**  **72** | **Declarations of Personal / Prejudicial Interest for items on the Agenda.**  Councillor Heywood declared a Personal Interest in Minute No. 23/24.77.1 – Planning – Downland Farm, Woolsery. | | |  |
| **23/24.**  **73** | **Minutes of the Parish Council meeting held on 15 August 2023 to be approved and signed as a true and accurate record.**  **Approved and signed as a true and accurate record.**  **Proposed by Councillor M Hill**  **Seconded by Councillor Spittles and unanimously agreed.** | | |  |
| **23/24.**  **74** | **Clerk’s Report.** | | |  |
| **23/24.**  **74.1** | **Use of Woolsery Primary School Field.** A reply has been sent to the Chairman of the Governing Body as directed and an acknowledgement received. | | |  |
| **23/24.**  **74.2** | **Overgrown hedges in Manor Park.** The Clerk has written to the home owner as directed. | | |  |
| **23/24.**  **74.3** | **Letter to Ofcom regarding poor quality workmanship of Airband drafted by Councillor Heywood.**  The letter has been sent to Ofcom with a copy to Connecting Devon & Somerset and the CEO of Airband as directed. | | |  |
| **23/24.**  **74.4** | **Grit bin at Cranford.** The emails sent by residents to the Clerk have been acknowledged. | | |  |
| **23/24.**  **74.5** | **Defibrillator at Bucks Cross.** The Clerk informed Webnos that the Parish Council would not be pursuing a replacement device from them.    South Western Ambulance Service Trust (SWAST) had been requested to  provide a defibrillator and a reply received advising that due to the large  number of Parishes in the area that had placed a similar order, there was a  waiting list and a device could not be supplied until at least early 2024.    The Clerk informed Councillors and it was felt this was too long to wait.  SWAST has been informed that the Parish Council wish to cancel the order.  In the circumstances, Webnos was requested to supply a defibrillator due to the urgency, which has been received together with confirmation that the details are live on the site.  **To ratify a payment of £1,055.00 to Webnos, paid by BACS.**  **Proposed by Councillor Spittles**  **Seconded by Councillor S Hill and unanimously agreed.** | | |  |
| **23/24.**  **74.6** | **Planning Application responses submitted including a request for more information on Application 1/0666/2023/FUL – construction of 1 no. dwelling – land at Higher Ashmansworthy, Woolsery.**  *This application was considered at the August meeting but a response could not be supplied due to insufficient information and the planning officer has been requested to supply further details.*  *A reminder for this has been sent which has resulted in an automated reply advising that the planning officer is not available.*  *The Clerk has spoken to Planning Support Team at TDC and it has been confirmed that no further information has been received from the Agent or the Applicant.*  *If the planning officer considers more information is required, this will be requested and the Parish Council will be reconsulted. It is known that the application is still being considered and there is the opportunity for the Parish Council to further consider this under Item 8.*    On the morning of the meeting, the planning officer replied as follows:  The Parish Council will not necessarily be reconsulted unless the proposal is amended eg an alteration to the red line to make it bigger. If any further information is provided by the applicant, it will be available to read on the website. | | |  |
| **23/24.**  **76** | **Reports from County Councillor, District Councillors & Parish Councillors.** | | |  |
| **23/24.**  **76.1** | **County Councillor Wilton-Love:**   * He had completed his Chapter 8 training, now known as Signage, Lighting and Guarding and would soon be able to repair potholes. He suggested that the Parish Council applies to be on the Road Warden Scheme. * It is National Tree Week and DCC has free tree packs * Councillor Spittles had pictures of badly repaired potholes which had been sent to Councillor Wilton-Love. He arranged for them to be repaired, stating that the contractor is liable to do a proper job and it was important to report faults as soon as possible * Councillor Hancock had also reported sub standard work at Old Market Drive / Copper Hill area | | | Clerk to put this information in the Village News |
| **23/24.**  **76.2** | **District Councillors:**  **Councillor Dart:**   * XLinks Project relating to the proposed electricity cable from Morocco. The planning application is to be considered by the Secretary of State, and not TDC. The cable will make landfall at Cornborough, via Abbotsham, Littleham to Alverdiscott. A 3 metre trench has to stay open for 3 years. * She had attended a full Council meeting where a Notice of Motion to appeal for affordable housing sites to come forward. She had said that even if they were available, there is insufficient staff to enable and support the Parish Councils to carry out the project and a lack of willing providers to take on one or two properties in rural areas * Business grants were available through North Devon Plus   **Councillor Harding:**   * He had also attended full Council * Senior officers from TDC had been in Westminster to discuss the levelling up fund and have to submit a plan of what is wanted in the TDC area * Attended an External Scrutiny Committee where mental health provisions were discussed   **Councillor Andrews** had nothing more to add. | | |  |
| **23/24.**  **76.3** | **Parish Councillors.** | | |  |
|  | **M Hill. Play area in the village.**   * Councillor Harding advised that funding was being investigated and more information will be advised to the Parish Council when known * He suggested setting up a Facebook page to prove there is a need for the equipment which is estimated to cost £40,000 to be sited at Old Market Drive * People are supportive and one interested person has previous experience in the provision of this type of facility * TDC Officer Adrian Avery had looked at the school field as a possible site and confirmed it was not viable * It was known that Woolsery Sports and Community Hall had contacts which could be useful | | | Working Group to be set up – Cllrs Harding and M Hill will liaise.  To be on the October Agenda |
|  | **B Beech (given in his absence)**  Councillor Beech has completed his Speedwatch administration training.  There has been email correspondence between Councillor Beech and the  Devon & Cornwall Community Speed Watch Team who have advised that in order to complete the set up of the new group, they require the co-ordinator of each group (Cllr Beech) to complete a Neighbourhood Watch form.  The form does not register anyone under the Neighbourhood Watch, but as a Community Speed watch (CSW) group under the Watch Association umbrella.  Once the group is activated, others will see the group name ‘**Woolsery Parish Speedwatch Group’** shown on the choice menu when searching for the group on the website.  It is a requirement of registration that at least three more volunteers joint the group. They too will need to complete the online training. A document called **Group Operator Registration Guide** has been provided which can be shared with new volunteers to help them through the process.  The group will also need to request 2 sites for approval. This is done via CSW online. The above Registration Guide explains how to do this.  Once the sites have been approved for use and there is a minimum of four online trained volunteers registered to the team, CSW will arrange to get the speed monitoring kit sent out and arrange practical roadside training with the team. After this, the group will be ready to start conducting Speedwatch sessions. The latest news is that the Group position has been changed to ‘enabled’.    A promotional short film showing what is involved with Speedwatch has been circulated to Councillors.    **Parking problems in Manor Park.** An email with photographs showing the extent of the problem has been sent to County Councillor Wilton-Love together with other emails from Councillor Beech.  County Councillor Wilton-Love advised that if the Parish Council wanted double yellow lines in this area he could arrange this, but it had to be noted that the Neighbourhood Highways Officer did not support the idea.  The Road Safety Team will look at displacement and inadvertently clearing the road and thus raising speed limits.  Councillor M Hill asked about road markings at both ends of Manor Park.  This would be followed up by the County Councillor who advised there was a new pot of money for road markings. The school junction would also be included for better road markings.  Councillor Heywood asked to what extent the Parish Council had discussed double yellow lines, not being present at the last meeting. He felt the parking area and bus stop should be designated to prevent parking on the opposite side of the road. | | | To be voted on at the October meeting |
|  | **D Hancock. Dog bins / notices.** He had identified a site at the end of the pavement on the left hand side.  What3Words reference: overdone/skins/suspends. This is at the Eastern end of Manor Park on the Clovelly side.  The other dog bin had been moved and a request to be made to TDC to reinstate on the pole at Copper Hill.  A request to be made for an additional bin halfway down Bucks Mills. | | | Clerk to ask TDC to site the bin at this location  Clerk |
|  | **S Harding.**  **(1) Toddler Play Area / funding details.** Covered earlier in the meeting.  **(2) Speaking to farmers about covers for slurry pits.** The NFU is trying to get information in a bid to stop English Nature’s plans who have said that farmers cannot work in this way. The ammonia must be allowed to escape but there is no way to mitigate it. | | |  |
|  | **R Heywood. Bus Shelter at East Park.** There was no further information to give.  Councillor Heywood had submitted a Freedom of Information Act Request to DCC which had not been responded to by the deadline, the reason being they were busy with such requests.  As regards the planting area at The Manor, the situation would be monitored. | | |  |
|  | **S Hill.**  **(1) Grit bin location at Cranford.** The location has been circulated.  **(2) Defibrillator in the former telephone box at Woolsery.** Confirmation has been received from WebNos that this device has been added to the online Webnos Governance system for reporting on the defibrillator equipment. | | | S Hill |
|  | **L Spittles.**  **(1) The Defibrillator at Bucks Cross was up and running and registered with Webnos.**  The old defibrillator to be disposed of.  Councillor Spittles had been informed that the South Western Ambulance Service Trust will only identify the site of a defibrillator if it is within 400m of the location of the patient, as that is the maximum distance for a device to be effective.  Councillor Spittles had requested further information but nothing has yet been received.  **(2) Facebook posts.** There had been a burst of comments regarding Rainbows End which had concluded. | | | LS  Clerk |
|  | **S Salvidant. Update on SWW First Time Sewerage Application.**  Bucks Mills residents are concerned that a further investment decision has yet to be made by SWW.  There is also worry about sewage being brought down from Bucks Cross, particularly if there is any possibility of future housing development joining the system.  It is understood that SWW is still interested in the old quarry being used for the sewage treatment works.  A resident had received a reply to his letter to SWW and the key points of this are:   1. SWW are less well progress on the FTS than expected, and they are still undecided on the preliminary project 2. The inclusion of Bucks Cross into the scheme came at the request of TDC 3. A further investment decision point has yet to be made once the preliminary project is fully scoped 4. Consultation with residents will occur at the appropriate time | | | Clerk to ask SWW for update |
|  | **Parish Councillor Planning Training.** Councillors attended a meeting  organised by District Councillor Harding where a presentation was given by  Head of TDC Planning, Helen Smith. | | |  |
| **23/24.**  **77** | **MXB Sub-Committee.** To consider whether to discontinue the Sub Committee due to the amount of work in the village being much less than previously with significantly fewer items to discuss.  **Proposed by Councillor Heywood that meetings are postponed indefinitely unless there is something to discuss, either raised by MXB or the Council, with a caveat that a meeting can be called.**  **Seconded by Councillor Salvidant and unanimously agreed.** | | |  |
| **23/24.**  **77** | **Planning.** There were no new planning applications to be considered. | | |  |
| **23/24.**  **77.1** | **Application 1/0666/2023/FUL – construction of 1 no. dwelling – land at Higher Ashmansworthy, Woolsery.** Further information had been sought to enable a response to be made. No further response to be made. | | |  |
|  | **Application 1/0604/2023/FULM – Erection of 250 holiday units, facilities**  **building, lakes and associated infrastructure – land at Downland Farm,**  **Bucks Cross.**  *This application is in the Parish of Clovelly and whilst Woolsery Parish*  *Council has not been consulted as an adjoining Parish, the Parish Council*  *can make representations if it wishes.*  *The deadline date for responses was 3 September 2023 but due to this*  *being a major application, TDC Planning Support has advised that the*  *determination date is 7 November and representations can be received until*  *then. TDC has been advised by the Clerk that representations are likely to be*  *submitted by Woolsery Parish Council.*    **Councillor Heywood declared a personal interest and did not take part in the discussion, decision or voting.**  Councillors were given the opportunity to give their views which were:   * Impact on the road system * Light pollution * Noise pollution * Affecting wildlife, particularly bats in their foraging corridor * 250 Lodges were felt to be excessive for the site * Flooding risk / water supply and disposal * Would bring more jobs to the area * Less Airbnb * Pressure on public services such as local hospital   **It was resolved to reply:**  **Although Woolsery Parish Council is not a statutory consultee to this application, being an adjoining Parish and having a 412 unit holiday park in the Parish already, Councillors wish to comment as follows:**  **The Parish Council acknowledges the potential increase to employment opportunities in the area and the added benefits to the local economy.**  **A** **previous application at this site - 1/0226/2013/FULM - was refused due to it constituting an unsustainable development and contrary to DVT18 of the Local Plan and NPPF paragraph 32.  T here are concerns that there is already a high volume of traffic on the A39, being one of the main arterial routes into Cornwall and the route day trippers take to visit the Milky Way (which features in the application), the nearby popular village of Clovelly, the picturesque coastal village of Bucks Mills and a short distance away – Hartland Point.**    **It was noted that there was no lighting strategy provided to address the unavoidable light pollution this development will undoubtedly create which in turn will have an effect on the Area of Outstanding Natural Beauty.  Whilst the site is not in the AONB, it is but a road’s width away.**  **250 occupied lodges will create noise either through the vehicles associated with them or the people renting them which will have an effect on the tranquility of the area together with the wildlife that calls it home which involve foraging bats in their established corridors.**  **The above issues conflict with the following Policies of the North Devon and Torridge Local Plan:**  **-       Policy DM01: Amenity Considerations.  Light intrusion, noise and vibration and the Area of Outstanding Natural Beauty.**  **-       Policy DM02:  Environmental Protection.  Some species of bats are particularly sensitive to light pollution**  **-        Policy DM18:  Tourism Accommodation. (1) Development of new and expansion or rationalisation of existing tourism accommodation will be supported… where it**    **(b) is located and designed to protect and enhance the character and setting of the settlement**  **(e) the local road network can accommodate the type and scale of traffic to be generated and the safety of public highway users is maintained**  **(h) protects and enhances the setting and special qualities of the Area of Outstanding Natural Beauty and provides an overall environmental enhancement when assessed throughout a year**    **-       Policy ST14: Enhancing Environmental Assets.  6.8 … Northern Devon’s relative tranquility is an important part of its landscape character and environment and includes dark night skies without light pollution through sky glow.**  **A development of this size will put an even greater pressure on the NHS and the one main hospital for the area and that there will be further pressure on an already stretched police force.**  **The area is currently under the restrictions of a long standing hosepipe ban (over 12 months)  and the use of water by a minimum of 500 extra people in the area is going to put a lot of pressure on the water supply.  There is very little detail in connection with percolation tests in connection with flood risk management.**  **As already mentioned in these representations, the site is in close proximity to a large holiday camp with 412 units.**  **Please take these valid comments into account when determining the application.** | | | Clerk |
| **23/24.**  **77.2** | **Planning Correspondence: Decisions, Enforcement & Appeals.** | | |  |
|  | **The following TDC Decision Notices were noted:**  **APPROVALS for:**   * **Application 1/1302/2021/LBC – Part structural repair works (amended plans and information) – Brackenside, Bucks Cross.** * **Application 1/0587/2023/FUL – Change of use of existing potting shed to a mixed use (agricultural/horticulture and for use for ancillary events and workshop) in connection with the surrounding garden farm – land at Grid Reference 233155**   **120571. Woolsery.** | | |  |
| **23/24.**  **78** | **Affordable Housing.** To be put on the Agenda when there is something to report.  A Housing Survey to be included on the next Agenda to be incorporated within the Neighbourhood Plan. | | | October Agenda |
| **23/24.**  **79** | **Neighbourhood Plan.** As above.  Councillor M Hill asked District Councillor Dart about other Parishes being rated higher than Woolsery and the response was this is because there are more sites for development. | | |  |
| **23/24.**  **80** | **Finances.** | | |  |
| **23/24.**  **80.1** | **Donation request from Life Education Wessex.**  To consider this request, deferred from the last meeting due to the accounts only being received on the day of the meeting, giving insufficient time for these to be considered. The Clerk had checked, as requested, if a donation has been given in the past, and this has not been the case.  **Proposed by Councillor S Hill that no donation should be given.**  **Seconded by Councillor Harding and unanimously agreed.** | | | Clerk to inform Life Education Wessex |
| **23/24.**  **80.2** | **Payments to be authorised:**  **Proposed by Councillor Spittles**  **Seconded by Councillor Harding and unanimously agreed**   1. **Sue Squire:**   September 2023 salary £480.62  Expenses (broadband, mileage, stationery, photocopying) £ 16.50 **£497.12**     1. **HMRC** PAYE **£120.20**      1. **Woolsery Sports and Community Hall.** August meeting hire. **£ 14.00**      1. **Poppy Wreath.** This is being organised between Mr D   Blackmore-Heal and the Clerk who has arranged for the  Woolsery Parish Council logo to feature in the centre of the wreath.  Minute No. 23/24. refers. **£27.50**   1. **To ratify a payment to DALC for the Annual Membership Fee of £320.97** There was a problem with the original invoice not being received and a duplicate has been provided.   **Proposed by Councillor Spittles**  **Seconded by Councillor M Hill and unanimously agreed.**   1. **Income and Bank Account Balances:**   **NatWest Current Account as at 19/9/23: £121.89**  **NatWest Reserve Account as at 19/9/23: £19,654.40**  Interest received in the last month amounted to £26.20. | | |  |
| **23/24.**  **81** | **To consider a response to items raised under the Public Session.** None. | | |  |
| **23/24.**  **82** | **Correspondence received.** Emails from various agencies have been forwarded to Councillors. | | |  |
| **23/24.**  **82.1** | **Mr D Blackmore-Heal regarding a Poppy Wreath for Woolsery.** He has supplied one for Hartland and on checking the records, this Council has previously given a donation to the Royal British Legion (RBL) for a wreath.  Last year, the Clerk purchased a wreath direct from the RBL’s Poppy Shop, the payment for which was reimbursed to her. | | |  |
| **23/24.**  **82.2** | **TDC – New Street Naming and Numbering Policy.** Email circulated to Councillors on 11/9/23 giving details of the newly adopted Policy. | | |  |
| **23/24.**  **82.3** | **DCC Highways.** Email circulated on 11/9/23 giving details of the DCC Stakeholder Liaison Team. | | |  |
| **23/24.**  **82.4** | **National Association of Local Councils (NALC).** Email dated 30 August 2023 advising that a consultation has been launched to update the 2019 Model Financial Regulations for England and Wales.  The Association is working with The Parkinson Partnership LLP in connection with the update. The model Financial Regulations are part of a support package the local (parish and town) councils receive through their NALC and County Association (DALC) membership. They are an essential tool for councils of all sizes, setting out the framework within which the council ensures responsible, sustainable and compliant management of its finances.    NALC is seeking views on the technical aspects of the regulations. The responses will inform the revision and content of these regulations. The consultation will not result in any changes to existing legislation.    Views are invited to be submitted by 5 November 2023 and the Clerk has forwarded details to Councillors should Woolsery Parish Council wish to participate in the consultation. | | | To be an item on the October Agenda |
| **23/24.**  **83** | **Date and time of next meeting:** Tuesday, 17 October 2023 at 7.30pm at Bucks Cross Village Hall.  The Clerk is on leave from 14 – 29 October and arrangements have been made for the meeting to be clerked by the former Clerk.  The meeting ended at 9.24pm. | | |  |
| **Summary of Decisions:**   * **Minutes of the Parish Council Meeting held on 15 August 2023** * **MXB Meetings to be postponed indefinitely.** * **Planning** * **No donation to Life Education Wessex** * **Payments including the ratification of a payment to the Devon Association of Local Councils for the 2023/24 subscription** | | | | |
| **These Minutes are agreed by those present as being a true record.** | | | | |
| Signed:  Chair of Woolsery Parish Council. | | Date: | | |