

## Minutes of Woolsery Parish Council Meeting held on Tuesday, 17 September 2024 in Woolsery Sports and Community Hall at 7.30pm.

<b>Chaired by: Councillor M Hill</b>		<b>Clerked by: Mrs S Squire</b>
<b>Present: Councillors</b>  <b>D Hancock</b> <b>M Hill</b> <b>S Hill</b> <b>S Salviant</b> <b>L Spittles</b>  <b>District Councillor Andrews during Minute No. 24/24.55</b> <b>District Councillor Dart</b>  <b>2 Members of the public</b>		<b>Agenda: -</b> Public Comment Session Apologies Declaration of Personal / Prejudicial Interest for items on the Agenda Approval of the Minutes of the Parish Council Meeting held on 20 August 2024 To consider items raised at the last meeting 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
		<b>Action:</b>
24/25.55	<b>Public Comment Session.</b> <b>A member of the public had attended the North Devon Climate Forum.</b> The MP for North Devon, Ian Roome was present and one District Councillor.	Clerk
24/25.55.1	Representatives from Extinction Rebellion were also in attendance. There was a Report from the Great Cornwall Energy Summit and it was said that it was thought there would be harder targets at the forthcoming COP 29.  County Councillor Wilton-Love was working with the parishioner to raise the issue at DCC.	
24/25.55.2	<b>A parishioner once again complained about potholes.</b> It was said that Clovelly Parish Council now has a Road Warden trained to fill potholes that do not have a safety defect. The Clerk to forward the link to Councillors giving more information on this item.	
24/25.55.3	<b>Village Flower Planters.</b> There is one that looks in poor condition with no flowers. It was explained that this one has been left to go back to nature.	
24/25.55.4	<b>Representations from a resident at Bucks Cross regarding the poor state of both bus shelters.</b> This item was further discussed under Minute No. 24/25.26.8.	
24/25.56	<b>Apologies.</b> Councillors B Beech, S Harding, R Heywood, County Councillor J Wilton-Love.	
24/25.57	<b>Declaration of Personal / Prejudicial Interest for items on the Agenda</b> 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. None.	
24/25.58	<b>Minutes.</b>	
24/25.58.1	<b>Minutes of the Parish Council Meeting held on 20 August 2024 to be Approved and signed as a true and accurate record.</b>	

	<b>Proposed by Councillor S Hill. Seconded by Councillor Hancock and unanimously agreed.</b>	
<b>24/25.59</b>	<b>To consider items raised at the last meeting:</b>	
<b>24/25.59.1</b>	<b>Publication of draft Minutes.</b> Councillors to consider whether to stay with the same format (i.e. published after they have been approved) or publish when typed up and seen by Councillors.  Councillors recalled that in the past, it had been necessary to correct draft Minutes and this was the reason they have not been published.  It was felt there should be no change in the current arrangements.	
<b>24/25.59.2</b>	<b>Councillors considered a proposed presentation to TDC with Clovelly and Hartland Parish Councils expressing concern that TDC is losing out from the levelling up programme and also the possibility of a developer looking at the area for a wind farm to be constructed.</b>  It was felt that the District Councillors are representing the Parishes at TDC. <b><i>Standing Orders were suspended to enable District Councillor Dart to speak.</i></b> She explained and clarified the details of the emails. Wave energy is not the responsibility of TDC, which is a national item. <b><i>Standing Orders were reinstated.</i></b>	Clerk to reply as directed
<b>24/25.60</b>	<b>Clerk's Report.</b>	
<b>24/25.60.1</b>	<b>Reply from TDC Enforcement Department regarding Rainbows End Animal Rescue Centre advising that a site visit had been carried out.</b> It had been noted that the hut was in a poor state of repair, the cages were empty, grass was overgrown with no signs of foot traffic. In the circumstances, it would appear that the site was abandoned and that the enforcement issue had resolved itself. The file which had been opened would be closed.	
<b>24/25.60.2</b>	<b>Response to parishioner regarding the July Parish Council meeting.</b> Minute No. 24/25.60.3 refers.	
<b>24/25.60.3</b>	<b>Response to parishioner following a Freedom of Information Act request and subsequent reply relating to disputed landownership bordering Woolsery's Manor House.</b> On further research, this item also corresponded to Minute No. 24/25.60.2, June (not July) meeting, and are one and the same.  Councillor Heywood had drafted a letter which was agreed by Councillors.	Clerk to send
<b>24/25.60.4</b>	<b>Submitted planning application responses.</b>	
<b>24/25.60.5</b>	<b>Made payments.</b>	
<b>24/25.60.6</b>	<b>Relocation of dog bins.</b> TDC had been requested to deal with this and the reply has been circulated to Councillors.  The Clerk to respond to the query advising that the dog bin proposed for outside the village on the Clovelly Road (Move 1) is a popular dog walking route.  Regarding Move 2, ask TDC if they would consider a safer place further along Manor Park.  When replying to TDC, the question to be asked as to when the Bucks Mills bin will be provided as there are many professional dog walkers there.	Clerk
<b>24/25.</b>	<b>Water leak outside the Manor.</b> Confirmation is awaited from Highways that this	

60.7	has been resolved.	
24/25. 60.8	<b>Bus Shelter at East Park.</b> It was noted that the details had been provided to the Neighbourhood Highways Officer.	
24/25. 60.9	<b>Grit Bin at Cranford.</b> The Clerk is in the process of submitting a Locality Grant application form from County Councillor Wilton-Love's allocation.	
24/25. 60.10	<b>Sent e-cards to absentee Councillors wishing them well.</b>	
24/25. 60.11	<b>Vacant seat on the Parish Council.</b> This is in the process of being advertised. The Clerk to send the wording to Councillor Spittles to further advertise.	Clerk / LS
24/25. 60.12	<b>Poppy Wreath for Remembrance Sunday.</b> This has been ordered and paid for. Delivery details are awaited. The card in the middle will have to be written by the Parish Council, they are not pre-printed.	
24/25. 60.13	<b>Safety of Lithium ion batteries – letter of support and letter to Sir Geoffrey Cox MP KC, asking him to support the campaign should his name be one of the 20 drawn to discuss a Bill.</b> It was not known if the MP's name was one of those 20 drawn out to discuss a Bill.	
24/25. 60.14	<b>Damaged gate at Bucks Mills.</b> A reply from TDC had been received and circulated to Councillors confirming that the gate had been repaired.	
24/25. 60.15	<b>Airband – Wayleave Request in respect of Old Market Drive.</b> In response to the Parish Council's enquiry, Airband had advised that it can run the cable around the edge of the site for the local residents and the Parish Council.  The Clerk to reply asking if the cable is going to be buried and what does it involve? Clarification is sought to the words 'running it round the edge'.	
24/25. 61	<b>Reports from County, District Councillors and Parish Councillors</b>	
24/25. 61.1	<b>County Councillor J Wilton-Love.</b> Apologies given.	
24/25. 61.2	<b>District Councillors:</b> <b>A Dart.</b> <ul style="list-style-type: none"> <li>▪ There was a briefing update on 3 October on the current state of Appledore Clean Maritime Centre and Torridge Active Leisure Service</li> <li>▪ The Police are opening community engagement hubs in Westward Ho! and Jubilee Square, Bideford</li> <li>▪ The leader of TDC, CEO and Sir Geoffrey Cox MP have had a meeting with Alex Norris MP the Parliamentary Under Secretary of State where the opportunities which would be provided with the Appledore Clean Maritime Centre and offshore wind projects were laid out</li> <li>▪ A Local Plan Visioning Workshop had taken place. It should have been a joint meeting with NDC who held their own separate Workshop. By way of a presentation, the government's new vision was set out with the expectation of a national target of 370,000 dwellings to be built nationally per annum. TDC's target had been 17,000 houses and is now 26,000 on the assumption that if the neighbouring District Authority had not met the need, then TDC would take on that build as well. TDC's target had increased by 35%, North Devon Council's by 83%. Infrastructure was discussed including water supply, sewerage, where would people work, is it for local people, will there be affordable housing?</li> </ul> <p>Councillor M Hill asked what percentage of these houses would be social housing, as TDC needs this and also a timetable. Will they stop building on flood plains?</p>	

	<p>A joint meeting between the two neighbouring authorities is to be held.</p> <p>District Councillor Dart had consulted with TDC CEO regarding people from outside the area coming to live in the TDC area through another Authority in England and was told that these distant Authorities still had to manage the people who would be its tenants and this could not be done logistically. She had been categorically told the new builds, specifically on the road to the Atlantic Village, would not be for people outside the area.</p> <p>Councillor Salvident asked if planners are insisting putting in ground source heat pumps, solar panels and EV charging points? District Councillor Dart understood that was a requirement under planning requirements.</p> <p>Councillor S Hill asked if they quantified what it would be for? Where do the figures come from? District Councillor Dart advised that it was not possible to have a 'one size fits all'.</p> <p><b>Standing Orders were lifted to enable a member of the public to speak.</b> They had attended the launch of the future hospital and it appeared there was quite a bit of capacity built into the development and was well thought out. 40% of CO2 emissions are from buildings.</p> <p><b>Standing Orders were reinstated.</b></p> <p>District Councillor Dart continued her report by advising that it had not been possible for her, or a number of other Councillors, to attend a Housing Strategy meeting, and there is pressure on TDC to hold a similar event. All District Councillors will be consulted before it is adopted.</p> <p>The next round of household support fund has just been authorised, and this funding will pick up where the last round is finishing. Anyone who thinks they are eligible for pension credit should apply which would then make them eligible for the Winter Fuel Payment.</p> <p>TDC is still not been able to fill the post of Housing Enabling Officer, which is holding back the housing in the area. They are looking to fill it internally.</p> <p>Harland &amp; Wolfe went into administration yesterday but this did not involve the shipyard at Appledore.</p> <p>District Councillor Andrews. No report due to being away.</p>	
<p>24/25. 61.3</p>	<p><b>Parish Councillors:</b></p>	
	<p><b>M Hill</b></p> <p><b>(1) Beach Huts at Bucks Mills.</b> More details will be obtained for the October meeting.</p> <p><b>(2) Housing Needs Survey.</b> This was being worked on. Previous paperwork was circulated at the meeting.</p> <p><b>(3) Overgrown trees at Old Market Drive and Church Green.</b> It was considered these required pollarding. The Clerk will be provided with a map, the specification and details of who to contact. <b>Proposed by Councillor M Hill to proceed with this work.</b> <b>Seconded by Councillor Spittles and unanimously agreed.</b></p> <p><b>(4) Woolsery Bus Shelter.</b></p>	<p>October Agenda</p> <p>October Agenda</p> <p>MH / Clerk</p>

	<p><b>Proposed by Councillor S Hill that the Parish Council goes out to Tender in respect of the three bus shelters (1 in Woolsery and two at Bucks Cross), for cleaning, maintenance and general tidying.</b>  <b>Seconded by Councillor Hancock and unanimously agreed.</b>  The Clerk will be provided with the specification and details of who to contact.</p>	MH / Clerk
	<p><b>B Beech.</b> Deferred for the foreseeable future.  <b>(1) Community Speed Watch.</b>  <b>(2) Parking problems in Manor Park.</b></p>	
	<p><b>D Hancock Home Guard huts.</b> It had not been possible to obtain any further information.</p> <p>The hedge growing over the footpath in Manor Park had been trimmed back. There are a number of overgrown hedges in the village, causing difficulty for wheelchair users.</p>	October Agenda  October Agenda
	<p><b>S Harding.</b> Not present.</p>	
	<p><b>R Heywood</b>  <b>(1) Bus Shelter at East Park.</b>  <b>(2) Disputed landownership bordering Woolsery's Manor House</b>  <b>(3) Water leak</b>  <b>(4) To discuss Councillors' allowances</b></p>	October Agenda
	<p><b>S Hill.</b> To discuss a recess in August 2025.  <b>Proposed by Councillor S Hill, seconded by Councillor Spittles and unanimously agreed.</b></p>	
	<p><b>S Salvidant. Beach huts.</b> This had been covered under Councillor M Hill's report.</p> <p>According to a Facebook post, there are sheds being erected without permission by unknown persons near the slipway at Bucks Mills. It was not known if historic rights were involved.</p> <p>The Clerk to report to TDC Enforcement and also send the photos of the sheds which had previously been supplied.</p>	Clerk
	<p><b>L Spittles.</b> Thanks to a local window cleaning company, HTCD Exterior Cleaning, who cleaned the road and Woolsery village name signs voluntarily.  The Clerk to send a letter of thanks on behalf of the Parish Council.</p>	Clerk
24/25. 62	<p><b>Planning.</b> There were no planning applications to consider.</p>	
24/25. 63	<p><b>Planning Correspondence: Decisions, Enforcements and Appeals.</b></p>	
24/25. 63.1	<p><b>It was noted that the newly created access at Grid Reference 233107 120856 had been infilled and the old access reinstated.</b> As a result, the enforcement file had been closed and no further action will be taken.</p>	
24/25. 63.2	<p><b>The following TDC Planning Decision Notices were noted:</b>  <b>Approvals for:</b>  <b>1/0438/2024/FUL</b> – Demolition of agricultural buildings and erection of 1 dwelling house with associated works in lieu of Class Q permission (1/0545/2022/AGMB &amp; 1/0540/2022/AGMB) – land at Grid Reference 233576 119938, Woolsery.  <b>1/0623/2024/FUL</b> – Erection of agricultural building to cover an existing dung store – land at Grid Reference 232966 118021, Woolsery.</p>	
24/25. 64	<p><b>Finances.</b></p>	

24/25. 64.1	<p><b><u>Payments to be authorised:</u></b>  <b>Proposed by Councillor Spittles.</b>  <b>Seconded by Councillor Salvidant and unanimously agreed.</b></p> <p>a. <b>Sue Squire:</b>  September 2024 salary £510.93  Expenses (broadband/photocopying/mileage) £ 15.75 <b>£526.68</b></p> <p>b. <b>HMRC PAYE</b> <b>£127.60</b></p> <p>c. <b>Woolsery Sports and Community Hall</b> <b>£. 32.00</b></p> <p>d. <b><u>Income and Bank Account Balances:</u></b>  <b>NatWest Current Account as at 17/9/24: £347.37</b>  <b>NatWest Business Reserve Account as at 17/9/24: £19,001.41</b>  <b>Interest of £23.40 was earned in August 2024.</b></p> <p>e. <b>2023/24 Audit.</b> The external auditor, P K F Littlejohn LLP, has emailed to confirm it has logged the Parish Council as an exempt authority not requiring an external audit due to income and expenditure being under the £25,000 threshold for an external audit.</p> <p>f. <b>Life Education Wessex.</b> Councillors had been forwarded with the latest set of accounts to support a donation request.  <b>Proposed by Councillor S Hill not to give a donation, as had been the case in the past.</b>  <b>Seconded by Councillor Hancock and unanimously agreed.</b></p>	<p>Clerk to make payments by BACS</p> <p>Clerk to advise</p>
24/25. 65	<p><b>To consider a response to items raised under the Public Session.</b></p>	
24/25. 65.1	<p><b>Condition of bus shelters at Bucks Cross.</b>  This had been covered under Minute No. 24/25.61.3 – M Hill.  The Clerk to respond to the parishioner who had raised this item.</p>	<p>Clerk</p>
24/25. 66	<p><b>Correspondence received.</b> Emails from various agencies have been forwarded to Councillors.</p>	
24/25. 66.1	<p><b>Village Schools Partnership.</b> Councillors further discussed the letter received regarding the School Field which had been circulated on 13/6/24.</p> <p>Councillors felt that the fifth paragraph of the letter should be included in these Minutes:</p> <p>Furthermore, we have now been advised by Devon County Council that there is a Covenant on the field for Educational Use Only and therefore, if public access for recreation were to be allowed, the Atlantic Coast Co-operative Trust, as Land Owner, would be in breach of this Covenant.</p> <p>It was known that there had been a Lease between the Parish Council and DCC regarding the use of the field which was questioned in light of the above wording in blue, and Councillor M Hill is to ask the previous Clerk about the Minutes that would record this.  Councillor M Hill will also research the Land Registry details.</p>	<p>MH</p> <p>MH</p>
24/25. 66.2	<p><b>It was noted that the Neighbourhood Highways Officer, Mr Tom Cox, had left His role on 12 September 2024.</b> A replacement had not been appointed and all enquiries regarding Highways should go through the Customer Service Centre (CSS) so that the enquiry can go to the relevant team for the appropriate response to be made.</p> <p>Alternatively people could email <a href="mailto:highwayneighbourhoodwest-mailbox@devon.gov.uk">highwayneighbourhoodwest-mailbox@devon.gov.uk</a> and a member of the team will be able to help.</p>	

	<p>DCC report a problem page: <a href="https://www.devon.gov.uk/roads-and-transport/report-a-problem/">https://www.devon.gov.uk/roads-and-transport/report-a-problem/</a></p> <p>CSS email: <a href="mailto:customerservicecentreroadstransportteam-mailbox@devon.gov.uk">customerservicecentreroadstransportteam-mailbox@devon.gov.uk</a></p> <p>CSS phone: 0345 155 1004</p> <p>The Clerk had sent an email of good wishes to Mr Cox for the future.</p> <p>The Clerk to contact DCC Customer Service Centre and refer to the email from the former Neighbourhood Highways Officer where it was stated the Bradworthy road is substandard.</p> <p>Road Warden to be on the October Agenda.</p>	<p>Clerk</p> <p>October Agenda</p>
<p>24/25. 67</p>	<p><b>Date and time of next meeting:</b> Tuesday, 15 October 2024 at <b>Bucks Cross Village Hall</b> at 7.30pm.</p> <p>The meeting ended at 9.07pm.</p>	
<p><b>Summary of Decisions:</b></p> <ul style="list-style-type: none"> <li>➤ <b>Minutes of the Parish Council Meeting held on 20 August 2024</b></li> <li>➤ <b>Trees at Old Market Drive and Woolserly Green to be pollarded after quotations are obtained and a price accepted</b></li> <li>➤ <b>Woolserly Bus Shelter and the two Bus Shelters at Bucks Cross to be cleaned, maintained and attended to on a six monthly basis after quotations are obtained and a price accepted</b></li> <li>➤ <b>A recess to be held in August 2025</b></li> <li>➤ <b>Payments</b></li> <li>➤ <b>No donation for Life Education Wessex</b></li> </ul>		
<p><b>These Minutes are agreed by those present as being a true record.</b></p>		
<p>Signed: Chair of Woolserly Parish Council.</p>	<p>Date:</p>	