

**A Parish Council Meeting of
Woolfardisworthy Parish Council is to be held on
Tuesday, 18 March 2025 in
Woolsery Sports and Community 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.

Sue Squire

Sue Squire, Parish Clerk for the Parish Council

Date: 13 March 2025

**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**
- 1.1 To note a series of emails from a resident for information concerning a complaint against Torridge District Council, which has been circulated to Councillors.**
- 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 18 February 2025 to be approved and signed as a true and accurate record.**
- 5. Reports:**
- 5.1 County Councillor Wilton-Love**
- 5.2 District Councillors Andrews, Dart, Harding**
- 5.3 Parish Clerk (details below)**
- 5.3.1 Replied as directed to North Devon Coastal Landscape regarding the Information Boards at Bucks Mills.**
- 5.3.2 Payments made.**
- 5.3.3 Emergency Plan Presentation on 3/3/25 in Clovelly Parish Hall.**
- 5.3.4 Letter sent to the government with the MP copied in supporting farmers in connection with Inheritance Tax implications.**
- 5.3.5 Advised Mr R Stoneman that he had been awarded the grass cutting contract for the next 3 years, and thanked him for his work in the past.**
- 5.3.6 Black refuse bags for village distribution ordered.**
- 5.3.7 South West Water First Time Sewerage Application.** A letter of complaint is being prepared to be sent to Ofwat and timeline details advised to the Media.
- 5.3.8 Damage to Manor Park verge.** The Neighbourhood Highways Officer (NHO) has been asked for his opinion on backfilling with stone.
- 5.3.9 10 roads identified as requiring attention.** Details sent to the NHO and also replied as directed regarding the historical reporting of the Woolsery to Bradworthy road. A site meeting between the NHO and Councillor M Hill has been requested.

- 5.3.10 Leaves on the road leading to Bucks Mills.** The assessment was due to be completed by 5/3/25. To receive confirmation or otherwise that the road has been swept.
- 5.3.11 Ridge across the road outside the Primary School.** Highways have been advised that this is as a result of utility company National Grid digging up the road and a request that they are asked to reinstate, as Highways had advised it did not meet the criteria for repair.
- 5.3.12 Proposed bus shelter at East Park.** The NHO has been advised of the plans for this. **Westward Housing has responded to the Parish Council's email advising the intention.** There is no objection to the plans and more details will be given.
- 5.3.13 Responded to planning applications as directed.**
- 5.3.14 Requested an extension to the deadline date for the Parish Council's response to three planning applications received the day before the last meeting.** This has been agreed and the applications will be considered under Item 6.1.1.
- 5.3.14 Repositioning of dog bin at Manor Park.** As a result of Councillor Hancock's contact with TDC, an officer had contacted the Clerk requesting clarification of the situation which has been given.
- 5.4 Parish Councillors (details below)**
- 5.4.1 M Hill.** (1) Housing Needs Survey – Printing
(2) To confirm that the sign at Bucks Mills car park has been replaced
- 5.4.2 D Hancock.** Parish Paths Partnership Survey.
Free Tree – Ben Trevor's advice regarding the best time to plant.
- 5.4.3 R Heywood.** To confirm that visibility mirrors have been ordered and received, and the damaged one at the Parkham junction removed and replaced.
- 5.4.4 S Hill.** Grit Bin at Cranford Water
- 5.4.5 S Salvidant.**
- 5.4.6 L Spittles.**

6. Planning / Planning Correspondence.

6.1 To consider the following Applications:

6.1.1 1/0108/2025/FUL - Extension and conversion of garage to create annexe accommodation at Bundys, Bucks Cross.

[The deadline date for the Parish Council's response is 13/3/25.](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

1/0110/2025/FUL - Erection of agricultural storage building at Bundys, Bucks Cross.

[The deadline date for the Parish Council's response is 13/3/25.](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

1/0109/2025/FUL - Erection of field shelter for equestrian use at Bundys, Bucks Cross.

[The deadline date for the Parish Council's response is 13/3/25.](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

1/0141/2025/FUL – Change of use from agricultural to dog exercise field – Grid Reference 235104 121847, Woolsery.

[The deadline date for the Parish Council's response is 3/4/25.](#)

<https://publicaccess.torridge.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

6.1.2 Planning Correspondence. To note the following TDC Decision Notice: **Refusal for Application 1/0980/2024/FUL – Erection of 1 no. supervisory dwelling – land at Forest Lakes, Marshall Farm, Woolsery.**

7. Finances.

7.1 Payments to be authorised:

a. Sue Squire:

March 2025 salary	£510.93	
Expenses (broadband/photocopying/mileage)	£ 15.75	£526.68

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|---|----------------|
| b. HMRC PAYE | £127.60 |
| c. Woolsey Sports & Community Hall. Hire for meetings in February and March 2025 | £16.00 |
| d. <u>Income and Bank Account Balances</u> – to be tabled | |

- 7.2 HMRC VAT Reclaim.** The Clerk has been in correspondence with HMRC as although the Unique Reference Number details was passed on in the handover in late 2021, the Government Gateway reference and Password was not available to enable a reclaim to be made online.
In the circumstances, a written reclaim for the period 1/1/22 to 31/12/24 has been submitted in the sum of £1,170.52.
New reference details are expected to be received so that future claims can be made online.
- 7.3 Preparation for the 2024/25 Audit.**
- 7.3.1 To agree that Westcotts Accountants is appointed as the internal auditor, whose fee will be £325.00 plus reclaimable VAT.**
- 7.3.2 To agree the Asset Register as at March 2025.**
- 8. To consider a response to items raised under the Public Session.**
- 9. Correspondence received.** Emails from various agencies have been forwarded to Councillors.
- 10. 2025 Annual Parish Meeting and distribution of black refuse bags to parishioners.**
To make the final preparations.
- 11. Date and time of next meeting:** Tuesday, 15 April 2025 at **Bucks Cross Village Hall** at 7.30pm.