

## Minutes of Woolserly Parish Council Meeting held on Tuesday, 26 November 2024 in Woolserly Sports and Community Hall at 7.30pm.

<p><b>Chaired by: Councillor M Hill</b></p>	<p><b>Clerked by: Councillor L Spittles</b></p>
<p><b>Present: Councillors</b></p> <p><b>M Hill</b> <b>S Hill</b> <b>S Salvidant</b> <b>L Spittles</b></p> <p><b>District Councillor Dart</b></p> <p><b>1 Member of the public</b></p>	<p><b>Agenda: -</b> Public Comment Session Apologies Declaration of Personal / Prejudicial Interest for items on the Agenda Minutes of the Parish Council Meeting held on 15 October 2024 to be approved and signed as a true and accurate record To consider items raised at the last meeting Clerk's Report Reports from County, District &amp; Parish Councillors Planning Finances To consider a response to items raised under the Public Session Correspondence Received Items raised by the Clerk Date and time of next meeting</p>
	<b>Action:</b>
<p><b>24/25. 81</b></p>	<p><b>Public Comment Session. Representations were made about potholes and the state of the road.</b> The parishioner asked why the gullies were not cleared. The road from Woolserly to Bradworthy was flooding in several different places. A complaint had been made by a neighbour of the parishioner who had said that her business was affected by the state of the road in the Summer and this has since been rectified.</p>
<p><b>24/25. 82</b></p>	<p><b>Apologies.</b> Councillors Hancock, Heywood, County Councillor J Wilton-Love, District Councillor S Harding.</p> <p>Mrs S Squire, Parish Clerk due to illness.</p> <p><b>A letter of resignation had been received from former Councillor B Beech.</b></p> <p>TDC has been informed and a poster advertising the vacancy has been provided for display. Mr Beech has been thanked for his time as a Parish Councillor.</p> <p><b>An email of resignation has been received from former Councillor S Harding.</b></p> <p>TDC has been informed and a poster advertising the vacancy is awaited. Mr Harding has been thanked for his time as a Parish Councillor.</p> <p>The situation is that if 10 parishioners do not request a by election, TDC will advise this in 3 weeks and it will then be down to the Parish Council to co-opt someone.</p> <p>In effect, for a by election to actually happen, and because there are now 3 vacancies on the Parish Council, it would need at least 3 people to nominate themselves to stand for election, so it is extremely unlikely that a by election will</p>

	<p>be held. If a by election was held, the Parish Council would have to pay for it and the cost would be between £1,500 to £2,000.</p> <p>No action required at present.</p>	
24/25.83	<b>Declaration of Personal / Prejudicial Interest for items on the Agenda.</b> None.	
24/25.84	<b>Minutes.</b>	
24/25.84.1	<p><b>Minutes of the Parish Council Meeting held on 15 October 2024 to be approved and signed as a true and accurate record.</b></p> <p><b>Proposed by Councillor Salvidant.</b></p> <p><b>Seconded by Councillor S Hill and unanimously agreed.</b></p>	
24/25.85	<b>To consider items raised at the last meeting:</b>	
24/25.85.1	<p><b>Dog Bin.</b> Councillors D Hancock and S Hill to advise a location for Move 1 as a result of a site visit.</p> <p>Councillor S Hill advised that this had been completed and believed that Councillor Hancock had sent the photos to the Clerk.</p>	SH to check with DH
24/25.85.2	<p><b>Grit Bin at Cranford Water.</b> Councillors D Hancock and S Hill to advise a location for the bin.</p> <p>Councillor S Hill advised that she had looked at the location and will check that the email has been forwarded to the Clerk.</p>	SH
24/25.85.3	<p><b>2025 Black bag distribution.</b> Councillors agreed to do this again and discussed whether it should be combined with the Annual Parish Meeting.</p> <p>To be discussed at the December Parish Council meeting.</p> <p>All Councillors to consider the options and whether it is feasible to combine the two events.</p> <p>Councillor S Hill to get information from the Parish Clerk regarding ordering the bags.</p>	Dec Meeting Cllrs SH/Clerk
24/25.85.4	<b>To discuss the 2025 Annual Parish Meeting format.</b> The above Minute refers.	
24/25.86	<b>Clerk's Report.</b>	
24/25.86.1	<p><b>Bus Shelter at East Park.</b> Westward Housing Association has been approached as to whether they have any objections to the shelter being constructed on this site.</p> <p>No acknowledgement or reply has been received.</p>	Deferred to December Meeting
24/25.86.2	<p><b>Airband.</b> The Clerk advised the company that the Parish Council did not have any objections.</p> <p>A Wayleave was sent for completion which was circulated to Councillors for checking before signing and returning and for which confirmation is awaited by the Clerk.</p> <p>Councillors were not sure what effect the amil regarding the withdrawal of the Airband contract has as they were not fulfilling the Government contract.</p> <p><b><i>Standing Orders were suspended to allow District Councillor Dart to reply to a question about this and she did not think it affected the existing customers. Airband will keep running but they are unable to fulfil their infrastructure requirements.</i></b></p> <p><b><i>Standing Orders were reinstated.</i></b></p>	The Clerk to ask Airband what NF019 means, what are the implications of it not being connected (in email from Airband)

	Clarification was required as to what NF019 on the Wayleave form means, and if it meant that the Wayleave would not be needed. Also, did the customer know that they might not be connected.	
24/25. 86.3	<p><b>Enquiries had been made regarding the current position regarding the SWW First Time Sewerage Application for Bucks Mills.</b></p> <p>No reply received. The Clerk had spoken to the Chairman about this and provided the telephone number of the SWW to him and he was hoping to get in touch.</p> <p>Matthew Millichope, Environment Officer at TDC did not know what was happening, despite attempts to get information. A decision was expected in August.</p> <p><b><i>Standing Orders were suspended to allow District Councillor Dart to advise that she had not heard anything.</i></b></p>	Cllr M Hill to speak to the Clerk
24/25. 86.4	<b>Invited the North Devon Coast National Landscape (NDCNL), formerly the AONB, to give a presentation at the January 2025 meeting to be held at Bucks Cross Village Hall.</b> This has been agreed.	To be advertised from Dec
24/25. 86.5	<p><b>Informed the NDCNL that the information board at Bucks Mills car park was in a poor condition.</b></p> <p>As a result, a Sustainable form had been provided for the Parish Council to follow up a grant, although the historic details had been advised to the NDCNL in the original communication and the fact that the board did not belong to the Parish Council.</p>	Clerk to ask if the Parish Council can get a grant and own it
24/25. 86.6	<b>Submitted planning responses to TDC.</b>	
24/25. 86.7	<b>Made payments.</b>	
24/25. 86.8	<p><b>Requested a presentation in connection with an Emergency Plan from Devon Communities Together who thought that a joint presentation at Woolsery inviting neighbouring Parishes would be beneficial.</b></p> <p>Some dates are awaited.</p>	
24/25. 86.9	<b>Advised TDC that there were no known rough sleepers in the Parish.</b>	
24/25. 86.10	<p><b>Asked for more details in connection with SWW's upgrading of the sewerage system in Woolsery.</b></p> <p>No reply had been received.</p>	Clerk to remind
24/25. 86.11	<b>Arranged for Poppy Wreath to be delivered to Councillor Hancock.</b>	
24/25. 86.12	<b>Ordered 15' Norway Spruce Christmas Tree from Stacey's Trees.</b>	
24/25. 86.13	<b>Booked Woolsery and Bucks Cross Halls for the 2025 meetings.</b>	
24/25. 86.14	<p><b>Overgrown trees at Old Market Drive and Church Green.</b></p> <p>Quotation received from Ben Trevor and forwarded to Councillors M Hill and L Spittles to be discussed at this meeting.</p>	Deferred to the December Meeting
24/25. 87	<b>Reports from County, District Councillors and Parish Councillors</b>	
24/25. 87.1	<p><b>County Councillor J Wilton-Love.</b></p> <p>Councillor Wilton-Love had sent an email asking for support regarding the Highways maintenance service and not to re-tender the service.</p>	Cllr Spittles to respond to Cllr Wilton-

	<p>The Cabinet went against the recommendation and resolved to renew the tender. Councillor Wilton-Love has requested an advisory email to demonstrate the wishes of his local Parishes.</p> <p><b>Proposed by Councillor S Hill that Woolsery Parish Council agrees to support Councillor Wilton-Love.</b>  <b>Seconded by Councillor Spittles and unanimously agreed.</b></p>	Love
24/25. 87.2	<p><b>District Councillor Dart</b> advised that she is thinking of writing a Report to give to Parish Clerks for inserting into the Minutes.</p> <p>At a Communities and Resources Meeting the previous day, a motion was put forward by the Climate Change Group promoting plant based food and trying to encourage TDC to do his.  The outcome was that the motion was not passed.</p> <p>TDC did authorize buying two electric vehicles which meant spending an extra £11,000 but the savings will cancel out the extra cost.  The vehicles are based at Riverbank House and are to be used for Estate maintenance.</p> <p>The Levelling Up money granted by the last Government has been confirmed, which is a substantial amount.</p> <p>The Devon and Torbay Devolution Deal is going ahead.</p> <p>There was a discussion why housing developers are allowed to destroy banks and trees that would shield the housing estates from the road and the question was asked if it was sustainable.</p> <p>XLinks – importing energy from Morocco, is still happening and TDC are to have a presentation on this.</p>	
24/25. 87.3	<p><b>Parish Councillors.</b></p> <p><b>M Hill</b>  <b>(1) To consider lobbying the Government regarding farm proposals recently announced as a way of supporting Councillor Heywood, and other farmers and small businesses.</b>  Councillor Hill has spoken to Councillor Heywood about the recent farmers protest following the announcement about Inheritance Tax that has been proposed in the recent budget.  <b>Proposed by Councillor M Hill that Woolsery Parish Council write to the Government supporting small family farms and to discuss further when Councillor Heywood is present.</b></p> <p><b>(2) Housing Needs Survey.</b> To advise on research into a cheaper printing alternative for the Survey.</p> <p><b>(3) Reflective arm bands for walkers seen between Cranford and Bucks Cross.</b>  Devon County Council communication regarding reflective garments has been posted on Facebook.</p>	<p>Clerk / future Parish Council meeting</p> <p>Clerk/M Hill to liaise</p>
	<p><b>D Hancock.</b>  <b>Home Guard Hut.</b> He has spoken to the owner of the field in Woolsery, but hasn't got any further. He is going to report next month.</p>	December Meeting
	<p><b>R Heywood</b>  <b>(1) To discuss Councillors' allowances providing a range of suggested options.</b></p>	December Meeting

	<p><b>S Hill.</b> Change of catchment area for Atlantic Academy is being proposed and the School feeds will be Hartland, Woolserly and Parkham schools and transport not available if living under 3 miles from the school. This situation was promised that it would not happen when Route 39 was being developed, restricting the choice of education due to cost of transport.</p>	Clerk to ask Cty Cllr Wilton-Love how it is being advertised.																		
	<p><b>S Salvidant.</b> Nothing raised.</p>																			
	<p><b>L Spittles.</b> Wanted it to be noted regarding the excellent response from the Public Rights of Way Officer – a broken footpath sign was notified to Devon Highways online on Sunday 24 November and Martin Caddy acknowledged and removed it on Monday, 25 November.  Maintenance of bus shelter quotation needs to be circulated to all the Councillors and added to the next Agenda.</p>	Clerk to circulate quotes for bus shelter maintenance to Cllrs																		
<b>24/25. 88</b>	<b>Planning.</b>																			
<b>24/25. 88.1</b>	<p>The following application was considered: <b>1/1003/2024/FUL – Change of use from an existing caravan business site to an operational depot (Class B8 – storage and distribution) Variation of Condition 5 of planning approval 1/7033/2024/FUL - Hill Top Caravans, Bucks Cross.</b></p> <p><b>The deadline date for the Parish Council's response is 15/12/24.</b></p> <p><b>Proposed by Councillor M Hill to respond: No comment.</b> <b>Seconded by Councillor Spittles and unanimously agreed.</b></p> <p>Councillor S Hill raised application 1/0891/2024/AGR for an agricultural building that had not come to the Parish Council for consideration.</p>	Clerk to advise TDC  Clerk to ask TDC																		
<b>24/25. 88.2</b>	<b>Planning Correspondence: Enforcement.</b>																			
<b>24/25. 88.2.1</b>	<p><b>Beach Huts, Bucks Mills.</b> The TDC Enforcement Officer has advised 'the enforcement case has been closed with no further action being considered or taken. As the land belongs to the Council, it is not possible to take enforcement action against ourselves'.  Councillor Dart was requested to follow it up with TDC enforcement.</p>	District Cllr Dart to follow this up with the Enforcement Dept																		
<b>24/25. 89</b>	<b>Finance.</b>																			
<b>24/25. 89.1</b>	<p><b>Payments to be authorised:</b></p> <p><b>Proposed by Councillor Salvidant a - d.</b> <b>Seconded by Councillor Spittles and unanimously agreed.</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">a. <b>Sue Squire:</b></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 40px;">November 2024 salary</td> <td style="text-align: right;">£510.93</td> <td></td> </tr> <tr> <td style="padding-left: 40px;">Expenses (broadband only)</td> <td style="text-align: right;">£1.00</td> <td style="text-align: right;"><b>£511.93</b></td> </tr> <tr> <td style="padding-left: 20px;">b. <b>HMRC PAYE</b></td> <td></td> <td style="text-align: right;"><b>£127.60</b></td> </tr> <tr> <td style="padding-left: 20px;">c. <b>Ms L Hutchings.</b> Reimbursement for Reg 123 Domain Name.</td> <td></td> <td style="text-align: right;"><b>£14.39</b></td> </tr> <tr> <td style="padding-left: 20px;">d. <b>Woolserly Sports &amp; Community Hall.</b> Hire for November &amp; December.</td> <td></td> <td style="text-align: right;"><b>£16.00</b></td> </tr> </table>	a. <b>Sue Squire:</b>			November 2024 salary	£510.93		Expenses (broadband only)	£1.00	<b>£511.93</b>	b. <b>HMRC PAYE</b>		<b>£127.60</b>	c. <b>Ms L Hutchings.</b> Reimbursement for Reg 123 Domain Name.		<b>£14.39</b>	d. <b>Woolserly Sports &amp; Community Hall.</b> Hire for November & December.		<b>£16.00</b>	Clerk to make payments by BACS  Clerk to circulate bus
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	<p>The reason it is December is because the original invoice included October when we were at Bucks Cross, so at my suggestion, it has been agreed that the invoice will be for November and December.</p> <p><b>e. To award the Tender for the maintenance of bus shelters at Woolsery and Bucks Cross.</b></p> <p>f. To set the 2025/26 Precept and Budget.</p> <p>This was discussed and to be finalized at the December meeting. As a Parish Council, it is likely that we will be asked to do more to maintain infrastructure in the future, so we may need to consider raising the Precept. Councillors to look at the ready reckoner before the next meeting, to be supplied by TDC after the meeting on 2 December.</p> <p><b>g. <u>Income and Bank Account Balances:</u></b></p> <p><b>NatWest Current Account as at 26/11/24: £242.81</b></p> <p><b>NatWest Reserve Account as at 26/11/24: £25,409.75</b></p> <p><b>Interest earned during October 2024: £25.93</b></p>	<p>shelter quotes to Cllrs and include on Dec Agenda</p> <p>Clerk to circulate to Cllrs</p>
24/25.90	<b>To consider a response to items raised under the Public Session.</b> No items raised.	
24/25.91	<b>Correspondence received.</b> Emails from various agencies have been forwarded to Councillors.	
24/25.91.1	<p><b>Ministry of Housing, Communities &amp; Local Government. Open Consultation enabling remote attendance and proxy voting at local authority meetings.</b></p> <p>A consultation is running from 24 October 2024 for 8 weeks and seeks view on the detail and practical implications of allowing remote and hybrid attendance and proxy voting at local authority meetings in England.</p> <p>The scope of the consultation is that the government is consulting on introducing powers for local authority members to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances. If any changes to legislation are made as a result of this consultation it would apply to England only local authorities including a Parish Council.</p> <p>Individuals, including elected Parish Councillors can respond, as can a Parish Council as a whole.</p> <p>Councillors were circulated with details on 25/10/24 which gave full details of the questions asked in the consultation. To consider responding as a Parish Council.</p> <p>In principle, the Parish Council is in favour of remote and hybrid attendance but not in favour of proxy voting. There would be the need for providing the means for hybrid attendance, i.e. screens and cameras. It might mean that there could be a better attendance and interest from more people who currently are unable to attend.</p>	<p>To be an item on the Dec Agenda</p>
24/25.91.2	<b>Connecting Devon and Somerset (CDS Update).</b> Email received on 4/11/24 and circulated to Councillors advising that the planned roll-out of broadband in the Parish will not be going ahead. <i>Noted.</i>	
24/25.91.3	<b>Devon Wildlife Trust.</b> Offer of a free tree. Councillors were circulated with the details on 15/11/24.	

	The Clerk to request a tree. First choice is a Bird cherry for the Green, second choice a Hornbeam.	Clerk
24/25. 91.4	<b>TDC – Torrington Area Advisory Group Meeting.</b> 20/11/24, 6pm, Castle Hill Community Centre, Torrington. District Councillor Dart advised that no one attended the Bideford/Northam Area Advisory Group.	
24/25. 91.5	<p><b>With the consent of the Chairman, the following item was discussed, the email being received after the Agenda was prepared, due to the importance of the item.</b></p> <p><b>Admissions, Transport and Relevant Areas Consultation – Education and Families.</b></p> <p>There are proposals to amend the admission arrangements for Bideford College and Atlantic Academy for the 2026-27 academic year.</p> <p>Currently, the catchment area for Bideford College extends from the town itself along the north Devon coast to include Parkham, Woolsery and Hartland. The three schools are among the feeder or linked schools for transfer from primary to secondary school at Bideford. Currently, Atlantic Academy does not have a catchment area with priority for admission for its residents or linked primary schools.</p> <p>The Athena Learning Trust is the admission authority for both Atlantic and Bideford College.</p> <p>Now that Atlantic Academy has been established for several years, Athena proposes to introduce a catchment area for Atlantic and reduce the catchment for Bideford accordingly.</p> <p>This would mean that the primary school catchments for Hartland, Woolsery and part of Parkham would be in the Atlantic catchment and not the Bideford catchment.</p> <p>Priority for secondary transfer would switch from Bideford to Atlantic for pupils at those primary schools.</p> <p>From 2026-27. The feeder primary schools for Atlantic would be: Hartland Primary School Parkham Primary School Woolsery Primary School</p> <p>From 2026-27 the feeders for Bideford would be: Appledore Community Primary School East-the-Water Community Primary School Instow Community Primary School St Helen’s Church of England Primary School St Margaret’s Church of England Junior School St Mary’s Church of England Primary School West Croft School Bideford College Sixth Form will <b>not now be proposing to reduce its catchment Area.</b></p> <p>Councillor Spittles has already asked the question how this is being communicated so that anyone affected can comment on the proposal as she has tried to find it and there is information but it does not go into the detail regarding transport.</p> <p>This item was discussed under Councillor S Hill’s report.</p>	
24/25.	<b>Date and time of next meeting:</b> Tuesday, 17 December 2024 at Woolsery	

92	Sports and Community Hall at 7.30pm. The meeting ended at 9.18pm.	
<b>Summary of Decisions:</b> <ul style="list-style-type: none"><li>➤ <b>Minutes of the Parish Council Meeting held on 15 October 2024</b></li><li>➤ <b>Support of the Parish Council for County Councillor Wilton-Love's proposal in connection with the DCC Highway Maintenance Service which is up for Tender</b></li><li>➤ <b>To lobby the government supporting small family farms</b></li><li>➤ <b>Planning</b></li><li>➤ <b>Payments</b></li></ul>		
<b>These Minutes are agreed by those present as being a true record.</b>		
Signed: Chair of Woolsery Parish Council.	Date:	