

Notice is hereby given that

**the Parish Council Meeting of Woolfardisworthy Parish Council
is to be held via a virtual meeting using Zoom online
on the 18th August 2020 at 7.30pm**

All Cllrs are hereby summoned to attend for the purposes of the following business.

Members of the press and public are also invited to attend

Join Zoom Meeting

<https://us02web.zoom.us/j/3949986029?pwd=bEFXTVA3bkVBWDIRaC9XTGRFekZ4QT09>

Meeting ID: 394 998 6029

Passcode: 8unJmh

Connect any time from 7.15pm



Lisa Hutchings, Parish Clerk for Parish Council

Date: 11th August 2020

AGENDA

- 1 **Apologies**
- 2 **Public Comment Session** - Members of the public are reminded that a maximum of 3 minutes will be allowed to speak.
- 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.
4. **Minutes of the 21st July 2020 meeting to be approved and signed as a true and accurate record**
5. **Clerk's Report, including correspondence received**
The items listed below are for information updates only:
 - a) Cutting of hedgerow by bench at Copper Hill (Update from owner)
 - b) Resignation of Cllr Hastings
 - c) Sign Post at Crossway near West Country Nurseries - Reported to Highways.
6. **Reports from County Cllr, District Cllr and Parish Cllrs**

7. Planning Applications

Applications

GE/0400/2020 - Removal of payphone, Bucks Cross. **Response by 16th August**

Decisions & Appeals – FYI

1/0416/2020/OUT - Outline application with all matters reserved for the erection of 1 dwelling. Whitcott House, Bucks Cross. **Application refused.**

8. Progress of Highways Issues

Woolsery

- a) Road between Lower and Higher Venn - reported by the Clerk
- b) Lane Mill Bridge - Repairs booked for the 24th August 2020 for 1 week.
- c) Update re installation of fingerposts - Clerk

Bucks Cross

- a) **Fencing at Bucks Mills** – Update re letter to Highways
- b) **Bucks Cross Dropped Kerb** - Update from Highways
- c) **Bucks Cross Speeding** - SCARF
- d) **Road Verge outside Whispering Winds, Bucks Cross** - Reported to Highways

Road Closures

9. Covid-19 Updates

10. Parish Council Website - Website Accessibility Regulations - September 2020

- a) Website Accessibility Statement for approval

11. Japanese Knotweed

12. Wildflower & Village Gateway Project Update (Cllr M Hill)

13. Update on Children’s Skate Park

14. Affordable Housing (Update re Face to Face Meetings - Cllr Hill)

15. Establishment of working group with MXB Devon Operations (Cllr Hill)

16. Black Blag Distribution – addition of food caddy bags and how will it be carried out in 2020 Food Caddy Bag Quote - £1797.12 + VAT (£359.42) - £2156.54

17. Co-option of Parish Councillor

FINANCES

18.0 Payments to be authorised

- a) Lisa Hutchings - July 2020 - £352.00
- b) HMRC 20% Tax - £88.00
- c) Lisa Hutchings - McAfee Anti-Virus Software Annual Fee - £89.99
- e) Cllr S Hill - Food Packages (Covid) - £24.41, £36.73 = £61.14

18.1 Income received & Bank Account Balance

19.0 Correspondence received

- Mr Willetts letter to Mr Cameron Black (LGO Investigator) - 30th July 2020.
- Mr Willetts letter to Ms Thackrey 7th August 2020

20.0 Date and Time of Next Virtual Meeting – 15th September 2020 @ 7.30pm via Zoom (unless other notified)

Future/Pending Agenda Items (not for discussion at this meeting):

AONB Sustainable Development Fund - Deadline December, Agenda in September.

Highways

Signage

- Reflective markers into Walland Drive at Bucks Cross & Woolserly Cross, Clovelly Roundabout
- Road Signs – DCC Highways responsibility of clearing of vegetation to improve visibility of signs – monitor and report to Highways when required.

Parish Signage (using secured 2018/2019 funding of £2014 to date)

- a. Finger Post – Update: [Minute 8a \(Parish Council meeting 17/12/19\)](#) – Monitor signs and take photographs. Waiting for work to be done (agenda August 2020)

Woolserly

- Manor Park – vehicles over-riding grassed areas. Cllr Inch to request budgetary cost and possibility of setting aside 2019/2020 budget/grant subject to cost.
- BT phone box on green - periodic checks on functionality
- South Park/Little Court pavement – Due to be carried out July/August
- West Town – Auction Way ProW stile repair update (Cllr Ashworth)
- Lane Mill Bridge – parapet wall repair by Highways, requires road closure - work to be done 240820
- Pleademill Bridge – requires road closure - work to be done
- A39 between Atlantic Academy and Bucks Cross Surface Failure – Highways Officer has liaised with the major schemes department and have confirmation this section of the A39 is in design brief for resurfacing in 2020/21 financial year. – Write to Highways in March, with a response for April meeting.
- Verge Markers – Bucks Cross Junction re-design and Merry Harriers corner flooding – Request for site visit with Highways: To be reviewed in the new financial year, agenda item for May.
- Copper Hill – Blocked Drain – Cleared and flowing well.
- Woolserly School – Sign not working – Reported to Highways – [Minute 17 \(Parish Council meeting 21/01/20\)](#) – Waiting update from Highways, is it working?

Ashmansworthy

- East Ash Hill – response from County Cllr Parsons & Highways: [Minute Public Comment \(Parish Council meeting 17/12/19\)](#)
- Ashmansworthy, pothole near bridge – reported Highways: [Minute Public Comment \(Parish Council meeting 17/12/19\)](#). *Been reported monitor situation.*

Bucks Cross

- Verge Damage (A39 turning to Woolserly) - It was agreed that verge reinstatement was required and to trial verge markers on junction.
- Gully and stream clearance, Bucks Mills (Cllr Spittles)
- Share Flashing Speed Sign with Abbotsham PC once purchased. Clerk to liaise.
- Bucks Cross Speeding - To raise area as a SCARF a speed gun will need to be completed. Highways officer to complete speed testing to record extent of problem – **Raised in February, no response. Raise again in April.**

- Bucks Mills hill road condition – request to Highways to inspect: [Minute 20 \(Parish Council meeting 19/11/19\)](#)
- Bucks Mills Drainage Issues – Update on First Time Sewerage Application from Torridge District Council (Clerk) (March 20221)
- Dropped Kerb - Bucks Cross - Stage 4 Safety Audit currently being undertaken and is due to be completed and published early 2021.

Other

- Campaign to Protect Rural England (CPRE) 'Our Outdoors' (formally Best Kept Village) Competition
- Ensuring that the Parish is ready for the opening of the Manor Inn e.g. clean signs, flowers, grass trimmed, etc.
- Village Fayre, proposal to move event back into the street, to coincide with the re-opening of the Manor in 2022.
- Website Renewal - March 2021
- Naming of Back Street "Ivy Lane"
- Cranford Cross – Bus Shelter
- Bucks Cross Village Hall – The Long-Term Future – awaiting request from Hall Trustees
- SW Ambulance Trust letter sent on behalf of Woolsery Parish Council. Hartland Parish Council organising meeting 27th November 2019 (meeting postponed)
- Parish Insurance (January 2021)
- Parking in the Parish – Old Market Drive – Progress Report (Cllr Hill): Update on discussions and next steps with TDC and other agencies involved
- Bucks - Defib Pads (Check Pads) & Battery to be replaced July 2024 – Finances to be approved May 2024 agenda
- Woolsery – Defib Battery replaced January 2020, 4 year life, to be replaced January 2024, pads Feb 2022
- Appropriate Affordable Housing (Cllr Hill) – awaiting planning applications and/or updates from TDC or Devon Communities Together
- Parish Pathways – details of paths and walks (Cllrs Ashworth and Hastings) added as per email 29/09
- Black Blag Distribution – Agenda July, discuss addition of food caddy bags.
- Cllrs 'Community Project Fund' Progress Report (Cllr M Hill)
- Rural Bus Campaign – Cllr Hill
- Parish Plan – On hold
- Planting of Wild Flower (Cllr Lucas-Odgers), inc update on funding application (Clerk) and update re Highways planting markers (Cllr Inch) – April agenda
- Higher Town Farm: *Proposal to write to TDC to petition for enforcement of Appeal decision APP/W1145/A/10/2138360 dated 26th January 2011 – **Cllr Harding spoke to TDC still no information – leave until March.*
- Parking & Access (Cllr Hill)
- Establishment of working group with MXB Devon Operations
- Hartland Parish Council - Shared cost of Zoom - £ - Do 3 months of invoices in August.

