

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 15th September 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=bEFXTVA3bkVBWDlRaC9XTGRFekZ4QT09>

Meeting ID: 394 998 6029 Passcode: 8unJmh

Connect any time from 7.15pm



Lisa Hutchings, Parish Clerk for Parish Council

Date: 8th September 2020

AGENDA

- 1 **Apologies**
- 2 **Welcome to new Parish Cllr Scott Raffe**
- 3 **Public Comment Session** - Members of the public are reminded that a maximum of 3 minutes will be allowed to speak.
- 4 **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.
5. **Minutes of the 18th August 2020 meeting to be approved and signed as a true and accurate record**
6. **Clerk's Report, including correspondence received**

The items listed below are for information updates only

1. Black Bag Distribution - 10th October 2020
2. Ivy Cottage - Defib Project Update
3. Co-option of Councillor (to replace India Lucas-Odgers)
4. AONB Sustainable Development Fund
5. Cllr Project Funds - Update on budget
6. Poppy Wreath

7. Reports from County Cllr, District Cllr and Parish Cllrs

8. Planning Applications

Applications

1/0651/2020/FUH - Installation of gable window and sun pipe - Green Pastures, Bucks Cross. **Response by 18th September.**

1/0667/2020/FUL - Erection of 1 holiday lodge (variation of condition 2 planning permission)

1/0501/2016/FUL - Forest Lakes, Woolsery

Decisions & Appeals – FYI

9. Progress of Highways Issues

Woolsery

- a) Double corner from Bucks Cross to Woolsery - Potential block drain - reported to Highways
- b) South Park Footway - Has this been done?
- c) West Town - Auction Way Stile Repair (Cllr Ashworth) - Has this been done?
- d) Ashmansworthy - East Ash Hill (Bradworthy Side)

Bucks Cross

- a) **Fencing at Bucks Mills** – Update re letter to Highways (M Hill)
- b) **Bucks Cross Speeding (SCARF)** - To be carried out

Road Closures

10. Covid-19 Updates

- a) Update re TDC & DCC funding

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

- a) Website Accessibility Statement for approval

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

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

14. Parking in the Parish (Cllr Hill)

15. Discussion re future Parish development (Cllr Harding)

FINANCES

16. Payments to be authorised

- a) Lisa Hutchings - August 2020 - £352.00
- b) HMRC 20% Tax - £88.00
- c) Kieran Spittles - Work on the website accessibility - £194.40
- d) Hartland Parish Council - 50% Zoom Licence £21.59
- e) Community Heartbeat Trust - Woolsery Rescue Safety Kit - £15.60
- f) Retrospective payment approved via email - Community First Annual Insurance - £344.64

- g) Retrospective payment approved via email - Cllr Sharon Hill Covid Food - £154.71
- h) Retrospective payment approved via email - Woolsery Primary School - £1045.43

16.1 Income received & Bank Account Balance

17.0 Correspondence received

- a) Email from Torridge District Council re Bucks Mills Sewerage Application
- b) Funding request from Life Education, Wessex & Thames Valley
- c) Devon's Updated Local Flood Risk Management Strategy Consultation
- d) Community Orchards Grant Scheme
- e) Torridge District Council - Strategic Plan 2020 - 2023

18.0 Date and Time of Next Virtual Meeting – 20th October 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 – Number 8 left to do.

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?
- Japanese Knotweed
- Sign Post at Crossway near West Country Nurseries - Reported to Highways.

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 – **Raise September, will be placed in the works schedule.**
- 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 – Possibly look at food caddy bags 2021
- Cllrs 'Community Project Fund' Progress Report (Cllr M Hill)
- Rural Bus Campaign – Cllr Hill
- Parish Plan – On hold
- 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
- Children's Skate Park- Supporting Vicky Hastings if required
- Wildflower & Village Gateway Project Update (Cllr M Hill) - Put back on Agenda in January 2021

