

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 16th June 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/84663631152?pwd=QlAwdDNEbjZPaFRSSUpsV3htU2htQT09>

**Meeting ID: 846 6363 1152**

**Password: 806568**

**Connect any time from 7.20pm**

## **Lisa Hutchings**

**Lisa Hutchings, Parish Clerk for Parish Council**

**Date:9th June 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 19th May 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) AONB Sustainable Development Fund
  - b) New Litter Bin @ Bucks Cross - Ordered by Clerk, waiting for instalment
  - c) Update from NALC / DALC - re PC meetings
  - d) Website Accessibility Regulations - September 2020
- 6. Reports from County Cllr, District Cllr and Parish Cllrs**

## **7. Planning Applications**

### **Applications**

1/0338/2020/FUL - First floor side extension with new window (affecting a public right of way). Old School House, Bucks Cross. **Response by 17th June.**

1/0388/2020/FUL - Single Storey Extension - The Cottage, 57 Manor Park, Woolsery. **Response by 21st June**

### **Decisions & Appeals – FYI**

1/1093/2019/FUL - Erection of 4 one-bedroom flats and associated works. Land adjacent to Woolsery Village Hall. **Application granted.**

## **8. Progress of Highways Issues**

### **Woolsery**

**\*\*update from Highways re the following:\*\***

- a) West End of Manor Park
- b) South Park/Little Court pavement – Update from Highways (Clerk)
- c) Leeworthy Barton - State of the road (Cllr Hill)
- d) Lane Mill Bridge Parapet Works
- e) Pleademill Bridge

### **Update re Installation of New Finger Posts**

#### **Bucks Cross**

- a) Fencing at Bucks Mills – update on sections needing more immediate attention (Cllr Harding): [\*Minute 8d \(Parish Council meeting 17/12/19\)\*](#)

#### **Road Closures**

Kier has applied for a road closure to complete SWW Utility Works outside Higher West Town. Road closed from Clifford Cross to West Town Cross, subject to approval from 21st September to 25th September 2020.

## **9. Covid-19 Updates**

- a. New Leaflet Distribution
- b. Food Bank and Calls
- c. General Situation
  - Update re Local Bus Services (DCC)

## **10. Update on Children’s Skate Park or Pirate Ship (Cllr V Hastings)**

## **11. Wildflower & Village Gateway Project Update (Cllr L-Odgers & Cllr M Hill)**

## **12. Defibs (Woolsery & Bucks) - Cllr Hill**

## **13. Affordable Housing (Update Cllr Hill)**

## **14. Approval of End of Year Accounts March 2020**

15. **Approval of Certificate of Exemption**
16. **Approval of Annual Governance Statement 2019/2020**
17. **Approval of Accounting Statements 2019 / 2020**

#### **FINANCES**

##### **18.0 Payments to be authorised**

- a) Lisa Hutchings - May 2020 - £352.00
- b) HMRC 20% Tax - £88.00
- c) Thomas Westcott Chartered Accountants - Internal Audit - £324.00
- d) Devon Communities Together - Membership - £50.00
- e) Mike Smith - Refurb of Copper Hill Bench - £330.46

##### **18.1 Income received & Bank Account Balance**

##### **19.0 Correspondence received**

Report from DCC Leader John Hart.

##### **20.0 Date and Time of Next Virtual Meeting – 21st July 2020 @ 7.30pm via Zoom (unless other notified)**

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

### **Highways**

#### **General**

- Identification of dairy farms in Parish – awaiting response from DCC Highways use of HRA

### **Signage**

- Reflective markers into Walland Drive at Bucks Cross & Woolsery 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.*

### **Woolsery**

- 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 – waiting on response from Highways
- West Town – Auction Way ProW stile repair update (Cllr Ashworth)
- Lane Mill Bridge – parapet wall repair by Highways (May2020 agenda item) Has the work been done?
- Pleademill Bridge – (May 2020 agenda item) – Has the work been 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 – This has been raised under order ORD1908086.
- South Park footway flooding – Schedule date to be confirmed by Highways.
- New Village Sign (West Town) – Hiding 30mph sign, update from Highways – (Clerk): *Minute 8c (Parish Council meeting 17/12/19)*
- Woolsery 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 Woolsery) - It was agreed that verge reinstatement was required and to trial verge markers on junction.
- Gully and stream clearance, Bucks Mills (Cllr Spittles)
- Update on crossing and dropped kerb (Cllr Hamilton)
- 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)**

### **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 27<sup>th</sup> 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 & Battery to be replaced December 2019 – Finances to be approved Nov 19 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 26<sup>th</sup> 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

