

**Minutes of Woolfardisworthy Parish Council held on the
21st January 20120 at 7.30pm at Woolserly Sports & Community Hall**

1.0 Attendance

Parish Cllrs: Hamilton, M Hill, Heywood, Spittles, S Hill, Hastings and Harding (also District Cllr)
District Cllrs: Dart and Boughton

Invited: Mark Beer (Torrige District Council) and Graham Bridger (Chair of Parkham Parish Council)

Members of the public

2.0 Apologies

Parish Cllrs: Lucas-Odgers and Ashworth.

3.0 Changes to the agenda order

Mark Beer and Graham Bridger have been invited to the Parish Council meeting to discuss Item 10 on the agenda, Bucks Cross Drainage Issues. Cllr Hamilton proposed to move Item 10 to Item 4 on the agenda, seconded by Cllr Harding. All in agreement.

Cllr Hamilton also noted that in agreement with Cllr Spittles, Item 8 on the agenda will be removed and discussed at the February meeting. Seconded by Cllr Spittles. All in agreement.

4.0 Public Comment Session

Mr Willetts stated:

The formal complaint to the Local Government Ombudsman has resulted in them refusing to respond to the objections raised in their findings. This has now been raised with MP Geoffrey Cox, with a meeting arranged for next week.

Following this week's development in the centre of the Parish, with the mess and traffic chaos, as well as undertaking work which apparently is totally out of phase with reasonable timescales is adding to the situation.

Torrige District Council Planning has still not approved the regulatory changes for the drainage at the site of the carpark at Auction Way.

Mr Willetts final objection was with regards to the agenda item, priority roads. He stated that he could not see how the Bucks Cross to Bucks Mills Road was a priority over Manor Park, considering the state of the road.

Brian Butler: The parish survey identified a need for 12 affordable homes in the Parish, six of which are single occupancy. The planning application for four single occupancy dwellings is due to be discussed tonight, of which Mr Butler sought support from the Parish Council, enabling them to provide affordable housing in the Parish.

Des Thorpe (Hall Trustee) also supported the planning application for the affordable housing.

Mrs Bonnefin: Raised concerns with regards to potholes in the Parish. The road down to Ashmansworthy Bridge and East Ash Hill to Bradworthy is becoming worse.

Mrs Bonnefin has also been approached by two parishioners with regards to the mess in the centre of the village, with the mud all over the road. It was questioned why the area had not been cleaned.

With regards to Potholes, Graham Bridger noted the importance of reporting them online to Highways. Reporting them online will lead to an assessment of the road condition, without reporting online Highways assume that the road is in good condition.

The point was made with reference to filling one pothole and not another. It was noted that Highways will only treat potholes that meet the requirements. However, if there is a situation where it makes the road more durable, they will fix them on the proviso that there are no other emergency potholes that require attention in the area on that day.

5.0 Declarations of Personal / Prejudicial interest for items on the agenda

Cllr Hastings declared an interest in Clerks Report Items 8e&f, as well as Correspondence Item 15a (below)

Cllr Heywood declared an interest in Finance 14.1 Local Grants (Woolserly Junior Football Club) (below).

6.0 Bucks Mills Drainage Issues – Joint meeting with Parkham PC, TDC and Bucks Mills Residents.

As detailed above, Mark Beer and Graham Bridger have been invited to the meeting to discuss this item, therefore the Chair does not have to suspend standing orders

Mark Beer (Torridge District Council) reported the following:

Background

- TDC have been aware of an issue with foul drainage provision in Bucks Mills for over 10 years. A number of properties in the village release their sewage directly into a stream which feeds the waterfall that discharges over the adjacent cliff onto the beach
- The village of Bucks Mills comprises approximately 35 properties, many of which are holiday lets. A small stream runs through the village. There is no public sewerage system in the village and previous surveys found that 15 properties discharge their foul waste directly into the stream, while 12 others have septic tanks that may overflow into the stream at times of heavy rainfall/ waterlogged land drains. A number of properties have the benefit of their own package treatment systems, and the arrangements at some properties could not be determined at the time of the survey.
- TDCs original involvement in the project, in liaison with the Environment Agency, determined the existing foul drainage arrangements for properties in Bucks Mills. They also put together recreational water quality data for Bucks Mills stream and waterfall from sampling undertaken by TDC between 2003 and 2008.
- Sewerage undertakers (SWW in this area) may choose to undertake assessments to provide foul drainage schemes where no public sewer exists but must do so where an application is made for a “first time sewerage system” under Section 101A of the Water Industry Act 1991.
- This is a duty on sewerage undertakers to provide a public sewer if:
 - An existing sewerage system which is not connected to the public sewer (directly or indirectly) is creating problems or is likely to create problems affecting the environment or amenity and if:
 - The provision of a public sewer is the most appropriate solution.

Next Steps

- There are properties that discharge untreated wastes direct to the stream running through the village and others with septic tank overflows that discharge direct, or indirectly to the watercourse.
- There are new additional rules for small sewage discharges. This came into force on 1st January 2020 and prohibits any discharge to a watercourse unless it is via a package treatment system (to BS EN 12566 with discharge not exceeding 5m³ per day).
- TDC, including Woolsery and Parkham Parish Councils are aware of the difficulties some owners have in providing suitable foul drainage for properties in Bucks Mills. Parish Councillors are also mindful that due to the 'General Binding Rules', owners may encounter problems should they look at selling their homes. For these reasons, as well as seeking to improve water quality, the Parish Councils are being advised to consider applying to South West Water to provide 'mains' drainage.
- It is suggested that Parkham or Woolsery Parish Council (or both), with the support of local residents, would be the appropriate body to put in the application as this would show a community will for the works. The Parish Councils have 6 months in which to submit the application.
- On receiving an application for first time sewerage, the Water Company will carry out a detailed assessment to determine whether a public sewer is the most cost effective and practical way to provide Bucks Mills with satisfactory drainage.
- Torridge District Council would be prepared to draft the application for submission, but they would prefer not to make the application due to a conflict of interest, as they are also an enforcement agency. It was stated that there would be no financial costs for the Parish Council.
- At this stage, residents would be only committing themselves to South West Water carrying out a feasibility study.
- Determination of the application could take up to 12 months. Should there be an appeal with the Environment Agency, the time could be at least 18 months.
- In terms of future costs, as it stands under the Section 11A of the Water Industry Act 1991, property owners are responsible for any costs associated with the connection from the property to the public sewer, as well as a one off infrastructure charge for the connection and decommissioned pipework they currently have.

Actions – The following actions were agreed:

- Torridge District Council to issue a letter to all property owners before Parkham and Woolsery Parish Council February meetings (17th & 18th February). The letter should be clear in terms of the proposal, what is required, why, possible options, timescales and reference to the potential joint application by the Parish Councils. Proposed by Cllr Hamilton, seconded by Cllr Spittles, all in agreement.
- Torridge District Council to send the draft letter to the Parish Council for review prior to issue.
- Parkham Parish Council and Woolsery Parish Council to discuss and agree whether to submit a joint application at the respective Parish Council meetings in February 2020. Advising TDC of the outcome.

7.0 Minutes of the previous meeting to be approved and signed as a true and accurate record

The minutes were approved as a true and accurate record and were signed by the Chair.

8.0 Clerks Report

- a) **Defibrillator Cases** – Both cases have been replaced at Woolserly and Bucks Cross. **Action: The Clerk to inform Community Heartbeat Trust, clarifying whether the first aid kit has to be inside.**
- b) **HMCEF Grass Cutting Application** – The funding application was successful with a contribution of £625.00.
- c) **Parish Council Insurance Review** – Insurance is due for renewable in May 2020. As agreed at a previous meeting the Clerk will obtain three quotes from three companies to assess value for money, over a 1 year, 3 year and 5-year term. **Action: Clerk to obtain three quotes when renewal received.**
- d) **Removal of white line associated with no parking sign on Woolserly Village Green** – The Clerk circulated the photograph of the white line. Following discussion it was agreed to leave it as it is.
- e) **TDC Planning Conservation Officer response re: frequency of visits** – Following discussion the following proposals were made:
 - a. Cllr Hamilton proposed to write to Sarah Chappell (Conservation Officer, TDC) to clarify if the Wheal House is a listed building. Seconded by Cllr Spittles. Cllr Hastings abstained and did not vote. Remaining Cllrs were in agreement.
 - b. Cllr Hamilton proposed to write to Buildings Control, TDC, to clarify that there are no contraventions to any planning permissions and that any works have been and are carried out to the required standards. Seconded by Cllr Harding. Cllr Hastings abstained and did not vote. Remaining Cllrs were in agreement.
- f) **Response from TDC re: regulations regards siting of gas tanks** – This was deemed appropriate in terms of adhering to regulations of the siting of the gas tanks.

9.0 Planning Applications

1/1093/2019/FUL – Erection of four one-bedroom flats and associated works. Land adjacent to Woolserly Village Hall: The Parish Council agreed the following response, proposed by Cllr Hamilton and seconded by Cllr Spittles.

The Parish Council supports the application, recognising that there is a need for affordable housing within the Parish. Concerns were raised with regards to the current location of the two additional parking spaces.

In terms of the Section 106 criteria, and in order to attract local people, the Parish Council suggested that the time of advertising should be longer (i.e. 6-8 weeks).

Decisions & Appeals – FYI

1/1065/2019/TRE – Works to trees covered by TPO/0002/1967 and TPO/0004/2016. Bideford Bay Holiday Village, Bucks Cross. **Granted permission.**

10.0 Progress of Highways Issues

a. Finger Post – The order has to be paid to start the work. **Action: The Clerk to resend the list of the finger posts, and for Councillors to take photographs of any new signs and send them to the Clerk.**

b. Parish Priority Roads:

Minute 8b (Parish Council meeting 17/12/19) to agree the priority roads to put forward for consideration by DCC Highways in their 2020/2021 budget.

The suggested order is based around volume of traffic and state of road:

1. Farmers Arms to Duerdon Cross
2. Lane Mill to Alminstone Cross
3. Bucks Cross to Bucks Mills
4. Alminstone/201 to Satchfield Farm
5. Leworthy Cross to Leworthy Mill

Though out of Parish, also include the road from Ashmansworthy Bridge to Bradworthy as route to GP surgery

Following discussion, it was agreed to add Manor Park as priority 1, as below: Proposed by Cllr Hamilton, seconded by Cllr Harding. All in agreement

1. Manor Park
2. Farmers Arms to Duerdon Cross
3. Lane Mill to Alminstone Cross
4. Bucks Cross to Bucks Mills
5. Alminstone/201 to Satchfield Farm
6. Leworthy Cross to Leworthy Mill

Action: The Clerk to send the list to the Highways Officer.

Woolsery

- a) New Village Sign (West Town) – Hiding 30mph sign – Still outstanding with Highways.
- b) Copper Hill – Blocked Drain – This has been raised under order ORD1908086.
- c) Verge Markers – Bucks Cross Junction re-design and Merry Harriers corner flooding – Request for site visit with Highways: The response from Highways states “this is something that I will look into in the new financial year and will only be used if believed to be beneficial for the cost. Even though the instillation is not significantly expensive the long-term maintenance can be with our reactive gangs regularly having to attend when knocked over, this can long term be costly to the taxpayer so needs to be carefully considered”.
- d) Stroxworthy road (Cllr Harding) – Due to a collapse drain below, the road has bulged. Highways have inspected the site and raised an order for the work to be carried out but are unable to provide dates for repair due to current workload. If it get’s worse, please report online.
- e) South Park footway flooding – Schedule date to be confirmed.

Ashmansworthy

- a) Ashmansworthy, pothole near bridge – reported to Highways and online
- b) Ashmansworthy Cross to Dipple Flooding – Cllr Heywood & Hamilton site visit; update from Highways –
Action: A site visit is still required.
- c) East Ash Hill – response from County Cllr Parsons & Highways – County Cllr Parsons has reported the road to Highways again. Highways are due to assess the road.

Bucks Cross

- a) Fencing at Bucks Mills – update on sections needing more immediate attention (Cllrs Spittles & Lucas-Odgers). Unfortunately, Tony's Landscapes is unable to provide a quote. Action: Cllr Harding to approach Andy Cann and Alan Smallridge.
- b) Bucks Mills hill road condition – Request to Highways to inspect outstanding.
- c) Bucks Cross – background information sent to Highways (Clerk) – Information sent to Highways

Road Closures

Notice of proposed road closure from Kier – 2nd – 6th March 2020. Cranford Water Bridge to the Farmers Arms, to complete SWW utility works outside the Farmers Arms.

11.0 Affordable Housing (Cllr M Hill) – An area of land has been identified for pre-assessment, however this is commercially sensitive, and confidential at this moment in time.

12.0 New litter bin at Bucks Cross new bus shelter (Clerk) – A request for a new litter bin at Bucks Cross new bus shelter has been received. Action: The Clerk to obtain a quote for the February meeting.

13.0 Defibrillator at Ivy Cottage (Clerk & Cllr Hamilton) – Cllr Hamilton has taken the measurements at Ivy Cottage and is in the process of looking for a defib which will fit. Mrs Smith is happy for the sign to go on the front wall, and was also agreeable to the PC granting £15 per annum to cover the cost of the heating required to the defib case.

FINANCES

14.0 Payments to be authorised

- a) Lisa Hutchings, December 2019 - £304.80
- b) HMRC 20% Tax, December 2019 - £76.20
- c) Woolsery Sports & Community Hall Hire - £28.00
- d) Devon County Council – Fingerposts (in budget) - £1000.00
- e) Devon County Council – Welcome to Woolsery Signs (in budget) - £1773.25
- f) Community Heartbeat Trust (Woolsery Battery) - £282.00
- g) Society of Local Council Clerks (SLCC Membership) - £92.00

Items a, b and c – Proposed by Cllr Spittles, Seconded by Cllr Hastings. All in agreement.

Items d and e – Proposed by Cllr Heywood, Seconded by Cllr Hastings. All in agreement.

Item f – Proposed by Cllr Hamilton, Seconded by Cllr Harding. All in agreement

Item g – Proposed by Cllr Hamilton, Seconded by Cllr Hill. All in agreement

14.1 Approval of Annual Parish Grants – The following grants were approved:

Local – Previous Applications

Woolsery Tiny Tots, Woolsery Badminton Club, All Hallows Church, FOWS, Woolsery Youth Club and Bucks Cross Village Hall, the sum of £150.00 each. As requested, £100.00 granted to The Good Companions. Proposed by Cllr Hamilton, seconded by Cllr Spittles. All in agreement

Woolsery Junior Football Club £150.00. Cllr Heywood declared an interest for the Club and did not vote. Proposed by Cllr Hamilton, seconded by Cllr Hastings. All in agreement, Cllr Heywood abstained.

Local – New Applications

Woolsery Primary School and 1st Scout Group, - £150.00 each. Proposed by Cllr Hamilton, Seconded by Cllr S Hill. All in agreement.

Woolsery Farmers Market. Following discussion, it was agreed not to award a grant to Woolsery Farmers Market as this is a commercial activity. Proposed by Cllr Hastings, seconded by Cllr Hill. All in agreement.

External Organisations

External – Previous Applications

Torrige, North, Mid and West Devon CAB £150.00, Torrige Volunteer Cars - £150.00 and South West Heritage Trust (ND Record Office) - £50.00. Proposed by Cllr Spittles, seconded by Cllr Hamilton. All in agreement.

External – New Applications

Project Linus – Cllr Harding declared an interest and did not vote. A sum of £150.00 was agreed, proposed by Cllr Spittles, seconded by Cllr Hastings. All in agreement, Cllr Harding abstained.

Mid-Devon Mobility – No grant awarded. Proposed by Cllr Harding, seconded by Cllr Heywood. All in agreement.

14.2 Three Year Budget Review – Previously circulated by the Clerk for review. No questions were raised.

14.3 Setting of Precept Jan 2020: Following the setting of the three-year budget, the recommendation was to increase the precept from £12,500 to £14,566, an increase of £4.49 per year, based on a Band D property. Proposed by Cllr Hamilton, seconded by Cllr Spittles. All in agreement. **Action: The Clerk to submit the Precept form to TDC.**

14.4 Income received & Bank Account Balance

Current account - £2,777.62 Reserve account 0 £20,827.06

15.0 Correspondence

a) Emails from D Willetts forwarded by Clerk: 22/12/2019, 07/01/2020 and 13/01/2020

Cllr Hamilton went through the correspondence above, highlighting that writing to Building Regulations and Sarah Chappell at TDC may help to clarify issues raised.

Cllr Hastings declared an interest and did not vote.

With reference to cleaning of the roads in the letter dated 13/01/2020, it was agreed to write to MXB, to clarify how they are dealing with this. **Action: The Clerk to write to MXB.**

Whilst discussing the above, Cllr Heywood questioned why the request of a schedule of works, including what they are doing to mitigate the dangers and inconvenience to people, was not actioned. It was noted that this was a suggestion at the December meeting and not an agreed action.

The Clerk stated that following a follow up request from Cllr. Heywood, advice had been sought from DALC and TDC as to whether the Parish Council could request the above information from a private limited company. The Clerk went on to explain that the Clerk's role is to ensure that the Parish Council is following legal processes and procedures, and because this suggestion was unprecedented she wanted to establish the facts. The responses from DALC and TDC were received on the 20/01/2020 and circulated.

Following further discussion, Cllr Heywood proposed to write to MXB requesting a schedule of the works, including timescales, as well as a management report, which details what MXB are doing to mitigate dangers and inconvenient to people. Seconded by Cllr Hill. In favour: 4, Abstaining 3. **Action: The Clerk to write to MXB requesting the above information.**

In terms of the risk assessments, Cllr Hill stated that he would prepare a proposal for the February agenda. **Action: Cllr Hill to submit the proposal to the Clerk before the 7th February 2020 so that it can be included in the agenda.**

16.0 Polling Places Review – Torridge District Council, forwarded by Clerk 19/12/2019

Those present noted that they are happy how things are.

16.0 Publications received (will be available to look at prior or after the meeting)

As above.

17.0 Reports from County Cllr, District Cllr and Parish Cllrs

There was no report from County Councillor.

District Cllr Harding

- Cllr Harding was pleased with the New Year message that he posted on Facebook regarding his first year as a Councillor.
- Cllr Harding has attended Officers Training and read out a report on this.
- A grant is to be awarded to the Scouts.
- A question was asked with regard to Higher Town farm, however TDC is unable to provide any information.

Parish Councillors

Cllr Heywood

- Asked for the Parish Council to write a thank you letter to the Parish Church, with regards to their continued support in providing the electric for the Christmas lights.
- Cllr Heywood asked if the School Flashing Lights were working, Cllr Hastings state that they were not. **Action: The Clerk to advise Highways.**

Cllr Hamilton

- Published the Parish Council newsletter.

Cllr Spittles

- Will be Chairing the February meeting, therefore please copy Cllr Spittles into any correspondence.

18.0 Date and Time of Next Meeting – 18th February 2020 at Bucks Cross Village Hall at 7.30pm