

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 21st July 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://us04web.zoom.us/j/76435833546?pwd=NUFXRjdBZVZhdGwwSS8vR1dxQ9ndz09>

**Meeting ID: 764 3583 3546**

**Passcode: 6HErc8**

**Connect any time from 7.15pm**



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

**Date: 14th July 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) End of Year Accounts & Certificate of Exemption - Now published on website
  - b) Highways cutting at midnight
  - c) Cutting of hedgerow by bench at Copper Hill - Cllr S Harding
  - d) Resignation of Cllr I Lucas-Odgers
- 6. Reports from County Cllr, District Cllr and Parish Cllrs**

**7. Planning Applications**  
**Applications**

**Decisions & Appeals – FYI**

1/0338/2020/FUL - First floor side extension with new window (affecting the public right of way). Old School House, Bucks Cross. **Application granted.**

**8. Progress of Highways Issues**  
**Woolsery**

- a) New Village Sign (West Town) – Now been moved and not hiding 30mph sign

**Bucks Cross**

- a) **Fencing at Bucks Mills** – Quote to be authorised from Matt Schofield - £700  
b) **Refuge on A39 at Bucks Mills** - Email received from Roy Turner and update from Highways.  
c) **Bucks Cross Speeding** - To raise a SCARF a speed gun will need to be completed. Highways officer to complete speed testing to record extent of problem - Is this required?

**Road Closures**

28th July - 11th August - Manor Park, Woolsery. To enable pothole repair. The alternative, signed, route for vehicles will be via - MANOR PARK, CRANFORD WATER BRIDGE TO FARMERS ARMS, FERNLEA TO AUCTION WAY

**9. Covid-19 Updates**

- a) Food Bank and Calls  
b) General Situation

**10. Update on Virtual Parish Council Meetings from DALC, including Future Parish Council Face-to-Face Meetings - Covid Guidance**

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

- a) Technical changes required by Kieran Spittels - £12.00 x 18i hrs - £216.00  
b) Website updates by the Clerk  
c) Website Accessibility Statement - To be presented at August meeting

**12. Japanese Knotweed**

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

**14. Update on Children's Skate Park (Cllr V Hastings)**

**15. Affordable Housing (Update Cllr Hill)**

**16. Establishment of working group with MXB Devon Operations**

**17. Black Blag Distribution – addition of food caddy bags and how will it be carried out in 2020**

## **FINANCES**

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

- a) Lisa Hutchings - June 2020 - £352.00
- b) HMRC 20% Tax - £88.00
- c) The Community Heartbeat Trust - Battery for Bucks Mills - £282.00
- d) Robert Stoneman - Grass Cutting, March - June 2020 - £1250.00
- e) Cllr S Hill - Food Package (Covid) - £30.44 and Travel Expenses £21.15 - Total of £51.50

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

### **19.0 Correspondence received**

- Mr Willetts email 27th June 2020
- Healthy Start - Supporting Young Children
- Overhanging hedges - Copper Hill and end of Manor Park

### **20.0 Date and Time of Next Virtual Meeting – 18th August 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
- 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.
- New Village Sign (West Town) – Hiding 30mph sign, update from Highways – (Clerk): [Minute 8c \(Parish Council meeting 17/12/19\)](#)
- 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)
- 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 Torrridge District Council (Clerk) (March 20221)

### 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 Woolserly 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 (Check Pads) & Battery to be replaced July 2024 – Finances to be approved Nov 19 agenda
- Woolserly – 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 wit MXB Devon Operations
- Hartland Parish Council - Shared cost of Zoom - £ - Do 3 months of invoices in August.

