

**Minutes of Woolfardisworthy Parish Council held on the  
19<sup>th</sup> November 2019 at 7.30pm at Woolsery Sports & Community Hall**

**1.0 Attendance**

Parish Cllrs: Hamilton, M Hill, Heywood, Spittles, Lucas-Odgers, S Hill, Hastings and Harding (also District Cllr)  
Members of the public

**2.0 Apologies**

Parish Cllr Ashworth and District Cllrs Dart and Boughton.

**3.0 Public Comment Session**

Derrick Lott thanked the Parish Council for their support in liaising with Highways, who resurfaced the road down to Lane Barton.

Mrs Bonnefin stated that there was a pothole on the road down to Ashmansworthy Bridge, right hand side.

**Action: The Clerk to report to Highways.**

It was asked whether it would be possible to have Parish Councillors contact details published in the village news. This was agreed. **Action: The Clerk to draft, Councillors to approve, before sending to village news.**

Dave Bryant thanked the Parish Council for their support with the community clean up. The Parish Council also thanked the Youth Club for their hard work.

**4.0 Declarations of Personal / Prejudicial interest for items on the agenda**

Cllrs Lucas-Odgers and Hastings declared an interest for the Parking and Shop Scaffolding below.

**5.0 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.

**6.0 Clerks Report**

- **Results of the photographic competition 2019;** Under 12: Joint 1<sup>st</sup>, Liam and Dominic Hussey.  
Over 12, 1<sup>st</sup> Emma Bailey, 2<sup>nd</sup> David Shaw and 3<sup>rd</sup> Paul Rhodes. **Action: The Clerk to write to all those that entered and raise the cheques for payment at the December meeting.**
- **Higher Town Farm – TDC Enforcement (GDPR Information Update)** – Grant McGill is the new Enforcement Office at TDC. The response states: “Planning enforcement cases remain confidential, particularly in cases where an enforcement notice has not been complied with and criminal offences may have been committed. This constrains the information that can be provided to a third party, including parish councils. This is because disclosure of information with respect to ongoing planning enforcement cases may prejudice any prosecution that may be taken by Torridge District Council in the future.” Councillors requested that we ask what the timescales are. **Action: The Clerk to clarify timescales.**
- **Defibrillator Cases** – To be replaced by Alan Millman on Friday 22<sup>nd</sup> November.
- **Defibrillator Pads** – Replacement pads have been installed at Woolsery and ordered for Bucks.
- **Parish Council Laptop** – Funding has been received from Torridge District Council, waiting for Devon County Council then order can be placed.

- **Black Bag Distribution** – Went well with stock remaining for next year. It was suggested that next year should not be first come first served, the option of food bags was also discussed. **Action: Add to future agenda item for discussion next year.**
- **Rural Bus Campaign** – Cllr Hamilton attended alongside other Parish and Town Councils and representatives. It became North Devon Right to Travel, looking at all forms of transport with regards to problems and opportunities. Cllr M Hill suggested highlighting this at the Northam & Bideford Rural Area Advisory Group meeting next week, Cllr Hamilton to forward notes.
- **Update from TDC re Brackenside** – Planning process is still ongoing. TDC Conservation Officer has stated that “at present the building seems secure”
- **Update on road from Ashmansworthy to Bradworthy** – DCC Highways will “have the road assessed and measured to understand the extent of the work required and will then see if they can accommodate in a future programme. This process may take some time to determine as the road will be prioritised against other roads in the County.”
- **Update on disabled access sign east end of the village** – The no parking disabled access white line has been painted. The disabled parking bay will stay.
- **Update on digital map for website** – Complete
- **Road from School to Duerdon Cross** – The Clerk has requested an assessment of the road condition. **Action: The Clerk to liaise with Highways.**
- **Annual Parish Council Grants** – Deadline 6<sup>th</sup> December.
- **Christmas Tree Order** – Councillors agreed for the Clerk to order a Christmas Tree for the village green. **Action: The Clerk to order the tree.**

## 7.0 Planning

### Applications

1/0874/2019/FUL – Proposed steel portal frame agricultural livestock building. Lower Alminstone, Woolsery. The Parish Council supported the application.

### Decisions & Appeals – FYI

1/0762/2019/FUL – Change of use of existing residential annexe to holiday accommodation. Annexe 82 Manor Park, Woolsery. **Application granted.**

## 8.0 Progress of Highways Issues

- **Finger Posts** – The final update has been received, with the order to be raised over the next couple of weeks. Most of the finger post repairs should be completed before the end of the financial year.

### Woolsery

- **Lane Mill Bridge** – Has been inspected, there is some other work that needs to be undertake. Highways will do this work along with repairing the parapet wall. It will not be undertaken until sometime in the new year as the works will require a road closure. The damage to the parapet wall is not affecting the integrity of the bridge. **Action: To place below on future agenda item for New Year.**
- **New Village Sign (Hiding of 30mph sign)** – Still remains behind the New Village Sign. **The Clerk to raise with the new Highways Officer.**
- **Gullies outside Mrs Catts** – Cllr Heywood stated that the gully, which starts immediately after Merryboys had been cleared with water flowing freely. Unfortunately, due to the tarmac outside the property being flat, it does cause standing water. The only possible way to alleviate this would be for the landowner to create a gully.

### Bucks Cross

- **Fencing at Bucks Mills – Update on sections needing immediate attention** – Action: Agenda item for next meeting.
- **State of road, A39 Bucks straight** – Reported to Highways to update. **Action: The Clerk to raise the matter again with the new Highways Officer.**
- **Bucks Cross to Woolsery bend (near turning to Merry Harriers)** – There has been no update from Cllr Inch with regards to the flooding and verge repair. The corner can become dangerous as drivers try to avoid the standing water by driving around the blind corner in the middle of the road. **Action: The Clerk to liaise with Cllr Inch.**

### Road Closure

From Middle Huddisford Past Huddisford Cross – 28<sup>th</sup> & 29<sup>th</sup> November 2019

### **9.0 Parking and Shop Scaffolding (Cllr M Hill)**

Cllr Hill stated that there had been a number of complaints regarding the shop scaffolding and parking situation in the Parish.

Cllr Hamilton was aware of the situation and so contacted MXB before the meeting about some of the concerns. On the matter of parking outside All Hallows, Highways had stated that the distance between the edge of the kerbing on All Hallows side to the scaffolding was sufficient to allow parking and the free flow of traffic, including buses and tractors. However, inconsiderate parking has caused complaints from bus and tractor drivers as they could not get through and MXB has now placed bollards in the area to deter parking.

In terms of the scaffolding this will potentially remain in place until the end of 2020. It is serving two purposes, a) to allow the essential roof repairs and b) the development of the premises. The scaffolding has allowed the shop to remain open during these times.

Cllr M Hill felt that there had been a lack of public consultation by MXB. It was suggested that there should be regular updates, to keep the Parish informed.

Cllr S Hill asked whether there would be a compromise with regards to the scaffolding, for example, would there be access from the private grounds?

Cllr Heywood noted that at the time of the planning application, the Parish Council stated that any works should be carried out with minimum intrusion in the Parish. To have the scaffolding erected for the whole of 2020 is not acceptable. In terms of the width of the road, Cllr Heywood asked if a temporary line be put in place, which aids parking, allowing enough room for larger vehicles.

**Action: The Clerk to write to Matthew Collins (Highways) with the following:**

- inviting Highways to a site visit
- clarifying how the width of the road from the kerbing to All Hallows side was deemed wide enough.
- asking if a temporary line can be put in place to aid with parking.

With regards to a meeting with MXB it was agreed to discuss this in more detail at the next Parish Council meeting, so that clear objectives can be agreed before requesting a meeting. **Action: Councillors to circulate any concerns or issues to be raised prior to the December meeting.**

#### **10.0 Bucks Mills Drainage Issues (Janet Williams TDC)**

A proposal regarding Bucks Mills Drainage issues has been received from Torridge District Council. Following discussion, it was agreed to ask Torridge District Council to send the proposal to all affected residents, including details of the new regulations and the impact.

It was agreed that a meeting is required with representatives from Woolsery and Parkham Parish Council, Torridge District Council and affected residents. **Action: The Clerk to liaise with Janet Williams at TDC.**

#### **11.0 Adoption of Bucks Cross Phone Box – Signing of Contract & Defibrillator, Phone Box on Village Green**

##### **Defibrillator**

The owner of Ivy Cottage has kindly offered the host the defib in their porchway. However, as the building is Grade 2 listed, the PC need to check if it is possible to put this in the porch. **Action: The Clerk to liaise with Sarah Chappell at TDC.**

##### **Phone Box – Bucks Cross**

Cllr Spittles will check with the owners to see if they want to retain the phone box. If not required for the defib above, future use can be discussed later. Cllr Hamilton proposed to sign the contract, seconded by Cllr M Hill, all in agreement, apart from Cllr Heywood who abstained. **Action: The Clerk to return the contract and payment.**

#### **12.0 Policies for approval**

Included Safeguarding, Equal Opportunities, Filming and Freedom of Information Act.

Cllr Hamilton proposed to approve the revised policies above. Seconded by Cllr Spittles, all in agreement.

#### **13.0 Planting of wildflower (Cllr Lucas-Odgers), including funding application ad update re highways planting markers (Cllr Inch)**

Planting of wildflowers – **Action: Cllr Lucas-Odgers to meet with Robert Stoneman to identify areas for planting.**

Funding and highways planting markers – **Action: The Clerk to liaise with DCC and Cllr Inch.**

#### **14.0 Cllrs “Community Project Fund” – Progress Report Cllr M Hill**

Requested to leave until the January 2020 agenda.

#### **15.0 Parish Plan – Cllr Hamilton**

Cllr Hamilton circulated draft questions, which could be included in a survey. The survey can be both online and a paper-based version if required. **Action: Cllrs to review prior to the next meeting. Cllr Hamilton to undertake further research regarding the process and survey questions.**

#### **16.0 Parish Council – E-Newsletter – Cllr Hamilton & Cllr Lucas-Odgers**

The survey to establish need has been promoted via Facebook groups, with a response of 34 households. The next step is to display a poster in the shops, catering for those who do not use social media. Email addresses can be sent to the Clerk. Andy and Sarah Fryatt agreed that they would accept the email addresses of those interested be given in at the shop. **Action: Cllrs Hamilton and Lucas-Odgers to design a poster for display in both parish shops.**

#### **17.0 Finances**

##### **17.1 Payments to be authorised**

- a. Lisa Hutchings, October 2019 - £325.12
- b. HMRC 20% Tax, October 2019 - £81.28
- c. Dave Bryant, reimburse of equipment for Community Clean-Up Day - £50.00
- d. BT Payphones - £1
- e. Community Heartbeat Trust – Pads - £50.40
- f. Woolsery Sports & Community Hall Hire - £28.00

Cllr Lucas-Odgers proposed to authorise items a, b, c, e and f, seconded by Cllr Spittles, all in agreement.

Cllr M Hill proposed to authorise item d, seconded by Cllr Harding, all in agreement, Cllr Heywood abstained

##### **17.2 Income received and Bank Account balance**

Torridge District Council (laptop funding) - £487.50.

Current account £3508.27      Reserve account -£20,817.98

#### **18.0 Correspondence received**

- Email from Louise Leonard re Youth Club Street Clean – Suggested certificates for those who took part. Cllr Hamilton circulated an example, which will be presented to those involved in the Clear Up Day
- Bradworthy PC newsletter and email re outdoor gym equipment, which is due to be installed.
- Mr Willetts email dated 19/11/2019 was acknowledged.

#### **19.0 Publications Received**

These were available to look at prior to and after the meeting

## **20.0    Reports from County Cllr, District Cllrs and Parish Cllrs**

No report from County Cllr Inch.

**District Cllr Harding** – Attended the Scrutiny meeting and read the official statement regarding the court case between TDC and Kivells. There was a joint meeting with North Devon Council regarding the Community Safety Partnership (Place of Safety). Torridge District Council is hoping to source premises for a place of safety.

### **Parish Cllrs**

**Cllr Harding** – Lilian Woolnough will be 102 on the 22<sup>nd</sup> November. **Action: The Parish Council to send a birthday card, Cllr Harding will arrange.**

**Cllr Hastings** – Walked Route 7 Bucks Mills with Cllr Ashworth. At the bottom of the woods, the footpath sign is missing. **Action: Cllr Hastings to check with Cllr Ashworth if reported to Martin Caddy.**

**Cllr Spittles** – Noted the email received from Louise Leonard re the flooding. Also Bucks Mills hill has suffered due to the bad weather with trees coming down. **Action: The Clerk to report to Highways.**

**Cllr Hamilton** – The Woolsery Hall Committee will be holding a public meeting regarding the proposal for the affordable housing, 27<sup>th</sup> November at 7.30pm at the Hall. Cllr Hamilton also thanked Carol Cochrane for her hard work in bringing together the Farmers Markets, noting there were three scheduled for 2020.

**Cllr M Hill** – Noted that the Hartland Parish Council meeting with SWAST scheduled for the 27<sup>th</sup> November has been postponed due to purdah. A new date will be set in the New Year.

## **21.0    Date and Time of Next Meeting**

17<sup>th</sup> December 2019 at 7.30pm at Woolsery Sports & Community Hall.