

**Minutes of Woolfardisworthy Parish Council held on the  
15<sup>th</sup> August 2017, 7.30pm at Woolsery Sports & Community Hall**

**1.0 Attendance**

Cllrs: Hamilton (Chair), Medd, Taylor, Hill, Heywood and Ashworth.

District Councillor Julian.

Members of the public.

**Apologies**

Cllr Spittles

**2.0 Public Comment Session**

**Patricia – Highstead planning application**

The planning application is to convert and improve an existing building into a small holiday let. The current building is used for storage. The development will not have an effect on the community or locality. Access to the site will be through the campsite, which will not affect the small footpath.

The initial environmental report stated that bats were present, however another survey has since been conducted, which confirmed no bats were in the building.

There is plenty of parking on site.

**Tess Mumford – Fouchole Farm planning application**

Mrs Mumford's parents bought the farm in 1953, with her mum residing in the property until she passed away in 2016. Mrs Mumford has inherited the site and wishes to return to the village to live.

Following an inspection of the property and the unfortunate diagnoses of Mr Mumford's illness, it became evident that it is unsuitable to reside in. It was agreed that the best way forward is to build a new house which meets the needs of the family.

Debbie (agent and friend) stated that the existing dwelling is adjacent to the road and has suffered from flooding. The building is not structurally sound enough to be able to cope with the many improvements required. Therefore the new dwelling will be set back from the road and at a higher level to alleviate any risk of flooding. The footprint will be bigger to accommodate two families and provision for Mr Mumford's increasing disabilities; however some of the outbuildings will be removed to reduce impact.

The new build will be in-keeping with the neighbouring properties.

### **Jonathan Poland – Design of Pedestrian Crossings in Woolsery**

Jonathan Poland (representing Jonathan Rhind Architects Ltd) presented the plans for the highways improvements in the Parish, these included:

- Pedestrian crossings in granite, a) between the Farmers Arms and the Manor Inn, and b) between the Primary School and the Manor Inn on Copper Hill. The crossing will be raised to pavement level.
- The Manor boundary wall will be lowered, with a pathway created from the school to opposite the Farmers Arms entrance.
- Increasing the width of the pavement by the Farmers Arms. *Concerns were expressed with regard to the loss of parking outside the Farmers Arms and the narrowing of the roadway.*
- Upgrading the pavement to granite rather the tarmac
- Planting of trees on some of the paved areas. Concerns were expressed about visibility, future maintenance and root damage.
- Grass area on the corner of the Farmers Arms, North West opposite to the school.

Mr Poland has been working with a Highways consultant who has undertaken various traffic orders, as well as tracking current vehicle movements. The proposed developments above will not have an impact into the flow of traffic.

Initial feedback from Highways shows support for the scheme, however they are not in favour of widening the pavement or contributing towards the maintenance costs of the granite, trees and grass area.

Mr Poland asked whether the Parish Council would consider:

- Supporting the use of granite for the pedestrian crossing and pavements.
- Contribute towards the maintenance of the trees and grass cutting.

### **Mr Willetts**

Requested that his letter sent to the Clerk on the 6<sup>th</sup> August is addressed under Correspondence. The Clerk stated that no correspondence had been received.

### **3.0 Declarations of Personal/Prejudicial interest for items on the agenda.**

None.

### **4.0 Minutes of the previous meeting to be signed and approved as a true and accurate record**

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

## **5.0 Minutes of the planning meeting 8<sup>th</sup> August 2017 to be signed and approved as a true and accurate record**

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

## **6.0 Clerks Report**

**Distribution of Black Bags** – Agreed to distribute 14<sup>th</sup> October from 10am to 12pm. **Action: The Clerk to promote.**

**Order of wreath for remembrance day £17 to be approved.** Proposed by Cllr Medd, Seconded by Cllr Hamilton. All agreed. **Action: The Clerk to order.**

**Response from TDC regarding the hoarding at Steart Farm** – Email received from Nigel Marshall TDC, states “The hoarding has been provided to comply with the requirements of the Health & Safety at Work Act 1974 and the Construction (Design and Management) Regulations 2017. It is a temporary structure which will be removed on completion of the development. I discussed the colour of the hoarding with the Enforcement Manger when the original complaint was made and it was not considered necessary to take any action in that regard”.

**Progress with new Bus Shelter at Bucks Cross** – The work is due to start week commencing 20<sup>th</sup> August and will be completed by 1<sup>st</sup> October. **Action: The Clerk to inform Roy Turner & Graham Shackson.**

## **7.0 Planning**

### **Applications**

1/0652/2017/FUL – Conversion of outbuilding plus replacement off flat roof with pitched roof to form a holiday let (affecting a public right of way). Highstead, Bucks Cross. **The Parish Council agreed to re-submit the previous comments, including that the development is within the AONB.**

1/0693/2017/FUL – Proposed replacement dwelling. Fouchole Farm, Woolsery. **Councillors support the application, which will house two families and improve the site. Whilst the Parish Council are generally not in favour of demolishing buildings, in this instance the property as it currently stands is inadequate and does not meet family needs: A family who has lived in the property for three generations.**

### **Decisions**

1/0506/2017 – Landing light for Devon Air Ambulance. Woolsery Primary School Field, Woolsery. **Application granted.**

## **8.0 Design of Pedestrian Crossings in Woolsery**

As well as the above areas discussed in the public comment session, Mr Birch has also purchased a plot of land in the Parish, which is being considered for the use of parking. It is acknowledge that parking is an issue, therefore work continues to identify sites.

In terms of the design elements previously discussed, Highways have objected to the use of materials, widening of the pavement, as well as the maintenance of the trees and grass area.

Following discussion the Parish Council agreed the following:

- The widening of the pavement is only required to the West, with the East, being towards the Chip Shop is left to its current size.
- The widening of the pavement to the West should be to the minimum specification required by Highways.
- The use of granite, which would be more visible than tarmac.
- Support the maintenance costs of the grass area, but not the trees.

Mr Poland agreed to go back to the Architects and present the amendments to the Council in September. **Action: Agenda item for next meeting.**

#### **9.0 Progress of Highways Issues**

**Update on Community Payback Team; TAP Fund, clearance of bridges, including quotation for the relevant works. (Cllr Hamilton).** The quote received for the above work is £640.00. Cllr Hamilton proposed to authorise the above quote, seconded by Cllr Taylor. All in agreement. **The Clerk to inform Chris.**

#### **Update on existing Highways issues within the Parish**

Cllr Hamilton sent an email to Julie Pepworth (Highways) addressing the issues below. Emails were received from Highways on the 31<sup>st</sup> July, stating that these had been registered.

- Lengthsman - we need to know their list of works so that we don't do something on their list and so break our TAP funding rules.
- Alminstone - faded junction road markings, there has been a recent accident here and number of near misses. *This is now done.*
- Road to Dipple - where in the 'system' is it for surfacing dressing or resurfacing?
- Traffic Calming Gates, Bucks Cross, outstanding installation. *See below.*
- A39 Bucks Cross area works to improve the road surface, as reported by Cllr Julian
- Dropped Kerb, Bucks Cross, outstanding request to implement project
- 40mph zone at Bucks Cross progressing request to move to Bideford side of slip road to Walland Drive
- Reflective markers for slip road to Walland Drive, Bucks Cross
- Extent (and lead time) of works to be carried out on drainage in Woolserly village/Copper Hill
- Reflective markers for turn to Woolserly close to Clovelly Roundabout, or replacement of directional sign indicating Woolserly turning
- Indication of dates for surface dressing for Copper Hill to A39 and for Lower Town to Stroxworthy Cross.

- Any other road maintenance/repairs scheduled for 2017/18 affecting the Parish
- Details of Skanska's 'range of initiatives to tackle potholes' as publicised by DCC in September 2016
- DCC Highways Policy on how often our roads should be surfaced dressed, or resurfaced
- Statutory Road signs in need of replacement e.g. crossroads ahead sign coming from Merrier Harriers Cross towards Cranford Cross

**Traffic Calming Gates – Bucks Cross** – Cllr Julian has been in correspondence with Simon Phillips (Highways), who states: “There are a number of issues procuring this type of things at the moment, particularly with the loss of the facility at Barnstaple to produce them. It will be done in this financial year and as quickly as we are able, but I can’t be more positive about a timescale at the moment I’m afraid. We will do what we can though.”

**Finger Posts** – Cllr Julian stated that these would not be funded by Highways. **Action: It was agreed to firstly establish who is responsible for them before pursuing any funding. The Clerk to liaise with Highways.**

### **Road Closures**

None

#### **10.0 Woolsery DAAT Night Landing Site (Clerk)**

Planning permission has been approved. The next step is to remove the goal posts by the 30<sup>th</sup> August to enable DAAT to do their survey. A full site meeting will take place on the 31<sup>st</sup> August 2017.

#### **11.0 Bucks Cross Village Hall – The Long Term Future (Cllr Spittles)**

Cllr Spittles was not present, therefore agenda item for next month. In the meantime, Councillors agreed to seek advice from DALC.

#### **12.0 Parish Welcome Pack (Cllr Hamilton)**

Cllr Hamilton circulated draft ideas for content. Those present agreed content ideas were good; however the publication should a soft copy only on the Parish Council website. Parish Council to ask if Woolsery Sports and Community Hall Trustees willing to add link to this information from their web site.

#### **13.0 Review of September 2016 minutes, raised by Mrs Bonnefin (Cllr Hamilton)**

Woolsery Parish Council sought advice from Devon Association of Local Councils (DALC) who stated that the process followed by the Parish Clerk was logical. The minutes of September 16 were agreed by the whole of the Parish Council at the following meeting (Oct 16). Detailed recorded in the minutes should only be a record of decisions taken and not a

personal statement. The sequence of events that led to the resignation was detailed factually in the minutes. Therefore the minutes of September 2016 should remain.

The issue raised was by a member of the Parish and not the person in question, therefore no further action is to be taken. Any further statements will be noted in the relevant minutes.

#### **14.0 Naming of Back Street “Ivy Lane” – Cllr Hamilton**

An email was received from Mr Birch stating that there is now support for the naming of Back Street to “Ivy Lane”. In order to comply with TDC’s process, Mr Birch will be required to provide written evidence from each resident in Back Street. This has to be in the form of a letter, as a signed petition will not be acceptable. **Action: Cllr Hamilton to liaise with Mr Birch.**

#### **15.0 Woolsery Hall Defibrillator – Maintenance Checks**

Brian Butler is going to raise this at the next Trustees meeting in September. In the meantime Cllr Hill will liaise with Robin Edmonds. **Action: Agenda item for next meeting.**

#### **16.0 Appropriate Affordable Housing (Cllr Hill)**

**Action: Agenda item next month.**

#### **17.0 Finance**

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

- a) Lisa Hutchings, July 2017 – £307.97
- b) HMRC 20% Tax, July 2017 - £76.99
- c) Ben Stoneman, Grass Cutting - £1200.00
- d) Bucks Cross Hall Hire - £14.00

Cllr Ashworth proposed to authorise the above payments, seconded by Cllr Medd. All agreed.

##### **Income received & bank account balance**

No income received. Current account £1841.08. Reserved account £13,294.41

#### **18.0 Correspondence for discussion**

Cllr Hamilton noted that the email sent by Mr Willetts to the Clerk on the 6<sup>th</sup> August was unfortunately to the wrong email address. **Action: The Clerk to ask Mr Willetts to resend.**

#### **19.0 Publications received (will be available to look at prior or after the meeting)**

Were available to review prior to and after the meeting.

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

**County Cllr** - County Cllr Inch was not present.

**District Councillor Julian** – Has been asked to attend a meeting with the planning agency regarding Brackenside House, which will take place at TDC on Friday 28<sup>th</sup> August. **Action: The Clerk to email Cllr Julian the Parish Council's response to the planning application.**

### **Parish Councillors**

**Cllr Hill** – Has been in the process of identifying land owners for parking in the Parish. It was questioned whether the Parish Council should look at parking on Copper Hill.

**Cllr Hill** – In speaking with DCC mapping department it appears that the Parish Council is not registered to receive free ordnance survey maps. **Action: The Clerk to liaise with Ross Davies, obtaining PDF's which could be placed on the Parish Council website.**

**Cllr Hamilton** – Chris and his Community Payback Team have worked hard at Bucks Mills to clear the stream. They have also been asked to looking at replacing the rotted barriers.

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

19<sup>th</sup> September 2017 at 7.30pm at Woolsey Sports & Community Hall.