

## WITHERIDGE PARISH COUNCIL

## NOTICE OF MEETING



A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 6th October 2022 19:30**. All members\* of the Council are hereby summonsed to attend for the purpose of considering and resolving upon the business as detailed in the attached agenda.

A handwritten signature in black ink, appearing to read 'Peter Dunn'.

28/09/22

* Cllrs:	Harvey (Chairman)	Searles
	Dorrow	Smith
	Goodwin	Wells
	Martin	Yabsley
	Northam	Vacancy

**Peter Dunn**

Clerk to the Parish Council

(Contact:- 01363 460046, E-mail:- [parishclerk@witheridgepc.org](mailto:parishclerk@witheridgepc.org), Web:- [www.witheridgepc.org](http://www.witheridgepc.org) \*)

**Members of the public are welcome to attend.**

**Council Agendas, Minutes, Councillors' Register of Interests together with Finance & Policy Documents are available on the parish council website\*. For those without personal internet access, computers and printing facilities are provided at Devon Libraries allowing you to read and print any information you require for a small fee. Alternatively following advance payment by cheque payable to Witheridge Parish Council the clerk can provide documents by post.**

**A printed copy of the latest minutes following the posting of this notice will be available to read during coffee mornings at the Rest A While Day Centre.**

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**AGENDA**

1. **Public Session (maximum 3 mins per subject overall max. 15 minutes).**
2. **To Approve Apologies for Absence.**
3. **To receive the following Reports (strictly maximum 15 minutes – long reports should be submitted in advance to the clerk to circulate to councillors prior to the meeting):-**
  - 3.1. **Police update - <https://www.police.uk/pu/your-area/devon-and-cornwall-police/south-molton/>**  
(To include details of ND & Torridge Community Safety Partnership Grant Scheme).
  - 3.2. **District and County.**
4. **Minutes.**
  - 4.1. **01/09/22.** To sign if approved, minutes of the Council.
5. **To consider Code of Conduct Matters:-**
  - 5.1. **Any Application(s) for co-option.**
  - 5.2. **Written councillor dispensation requests arising.**
  - 5.3. **Declarations of Interests not declared in the Register of Interests.**  
(Members should leave for any item where they have a Pecuniary or Prejudicial Interest).
6. **To consider the following Planning Matters.**
  - 6.1. **Planning list (appended).**
  - 6.2. **Planning applications received following agenda publication.**
  - 6.3. **Enforcement Issues Arising.**
  - 6.4. **Willow Rise Northern Open Space freehold transfer update.**
  - 6.5. **Planning Applications 73742 / 74879 – Committee Date 19/10/22 / Open Space provision update.**

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7. **To consider the following Finance & Policy matters:-**
  - 7.1. **Finance update circulated to councillors' for review.**
  - 7.2. **Sanction payment schedule appended & instruct signatories** (New swings contractor payment subject to receipt of satisfactory Inspection Report).
  - 7.3. **Completion of Audit 31/03/22.**
  - 7.4. **Insurance Renewal 01/10/22.**
  - 7.5. **Pensions Regulator Re-Enrolment.**
  - 7.6. **Clerk Resource Review.**
8. **To consider the following Property/Environment matters:-**
  - 8.1. **Highways, Drainage & Public Rights of Ways Issues.**  
<https://devon.roadworks.org/> | <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>  
(To include Footpath Repairs, Chapple Corner Shuberry Maint. & PO Lane Water Leak).
  - 8.2. **Adventure Playground Refurbishment Tender Award.**
  - 8.3. **Public Toilet Block.**
    - 8.3.1. **Leased Room agreement compliance (signage & boiler).**
    - 8.3.2. **Minor maintenance requirements & estimates.**
    - 8.3.3. **Electricity sub-meter & emergency lighting installation Certificate of Works.**
    - 8.3.4. **Electricity charges increase notification.**
    - 8.3.5. **Smart Meter Installation.**
    - 8.3.6. **PHS Hazardous Waste Quarterly Return Summary.**
    - 8.3.7. **PHS Duty of Care Note.**
  - 8.4. **Drayford Lane Tree Works Update.**
  - 8.5. **Playgrounds Inspection Reports.**
  - 8.6. **Litter Pick 03/09/22 Completed Risk Assessment.**
  - 8.7. **Annual Christmas Tree & Lights Arrangements.**
9. **Correspondence / Consultations Received for consideration.**
10. **Dates of Next meetings recommended:-**
  - 10.1. **Parish Council** - 03/11/22– agenda deadline noon 23/09/22.
  - 10.2. **Finance & General Purposes** - 17/11/22.
  - 10.3. **Agenda Items for consideration by the next meeting.**

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## NOTICE OF MEETING

**Planning List** (Cllrs can access the Local Plan [here](#) , applications [here](#) )

Application No.	Description
75938	Listed building consent for replacement windows & doors and minor internal alterations together with replacement of a garage door with a pedestrian door along with the removal of a small lean to roof and replacement with a pitched roof. 5 Fore Street Witheridge Tiverton Devon EX16 8AH

### Planning Decisions/Matters to note for information:-

Application No.	Description
75382	Malson Annex Malson Farm Rackenford Tiverton Devon EX16 8ED Application for a lawful development certificate for existing use as a permanent self contained dwellinghouse Decision: Approved -

### Payment Schedule

Item	Payee	Purpose	£
7.2.1.	T K Play Ltd (subj. to receipt of satisfactory Inspection Report)	Supply & Installation new swings at Parish Hall Playground	<b>10860.00</b>
7.2.2.	A J Gallagher Insurance	Insurance Renewal	<b>1751.77</b>
7.2.3.	UK Debt Management Office	Public Wrks Loan Board Repayment	<b>1173.51</b>
7.2.4.	Hoopers (SW) Ltd	Grounds Maintenance 6279	<b>1056.00</b>
7.2.5.	S Sandland	Toilet Management & Cleaning Contract	<b>300.00</b>
7.2.6.	EDF Energy Customers Ltd	Toilet Block Electricity Supply Charges 08/09/22	<b>173.25</b>
7.2.7.	C Northam ( <b>Tot: £56.07</b> )	Safety Supply Co. – 6 Hi Viz Vests	<b>16.62</b>
7.2.8.		Derbyshire Services – 2 Bin bag holders	<b>19.47</b>
7.2.9.		Ebay Manjit Grover – 4 picker sticks	<b>19.98</b>
7.2.10.	iNet Telecoms Ltd	Mnthly Landline Number ***6229	<b>3.60</b>
7.2.11.	Staff Salaries & Expenses		<b>TBC</b>
<b>To Ratify:-</b>			
7.2.12.	iNet Telecoms Ltd	Mnthly Landline Number ***9468	<b>3.60</b>
7.2.13.	iNet Telecoms Ltd	Mnthly Landline Number ***2730	<b>3.60</b>
7.2.14.	Dart Electrics Ltd	Submetering Public Toilet Building 7015	<b>544.46</b>
7.2.15.	Source for Business	Public Toilet Building Water & Sewerage Charges 04/08/22	<b>44.26</b>
7.2.16.	PHS Group	Credit renewal contract arrangement	<b>-8.05</b>
7.2.17.	EDF Energy Customers Ltd	Public Toilet Block Electricity Charges 21/07/22	<b>143.33</b>
7.2.18.	Edwards Plumbing	Leased room water sub-meter	<b>693.38</b>