

WITHERIDGE PARISH COUNCIL

NOTICE OF MEETING



A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 2nd February 2023 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.

24/01/23

| | | |
|----------|-------------------|------------|
| * Cllrs: | Harvey (Chairman) | Richardson |
| | Dorrow | Searles |
| | Goodwin | Smith |
| | Martin | Wells |
| | Northam | Yabsley |

Peter Dunn

Clerk to the Parish Council

(Contact:- **07922 926017**, E-mail:- parishclerk@witheridgepc.org, Web:- 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.

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/>.**
 - 3.2. **District and County.**
4. **Minutes.**
 - 4.1. **05/01/23.** To sign if approved, minutes of the Council.
5. **To consider Code of Conduct Matters:-**
 - 5.1. **Written councillor dispensation requests arising.**
 - 5.2. **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 applications received following agenda publication.**
 - 6.2. **Enforcement Issues Arising.**
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.**
 - 7.3. **Rest A While Day Centre Funding Request.**
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:-

 - 8.1.1. **Willow Rise Section 106 Highways Works Update.**
 - 8.1.2. **Annual P3 Paths Survey Update.**

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- 8.2. Play Areas.
 - 8.2.1. Adventure Playground Refurbishment/Extension.
 - 8.2.1.1. Willow Rise Northern Open Space Transfer Update.
 - 8.2.1.2. Kompan Sales Order Confirmation Query Responses.
 - 8.2.1.3. Minor Works Contract Requirements Update.
 - 8.2.1.4. New Boundary Fencing/Hedging.
 - 8.2.1.5. Kompan Site Meeting.
 - 8.2.2. Parish Hall Playground - Railings Proposal & S106 Funding Application.
 - 8.2.3. Quarterly Inspection Reports.
- 8.3. Parish Clock Update.
- 8.4. Leased Room - Tenant Queries/Responses.
- 8.5. Recycling & Refuse Collection Issues.
- 8.6. Additional Defibrillator Provision.
- 9. Correspondence / Consultations Received for consideration:-
 - 9.1. South West Heritage Trust – Records Office Funding Thanks.
 - 9.2. DCC - Little Dart Catchment - Devon Resilience Innovation Programme.
 - 9.3. Rest A While – Coronation Celebration.
 - 9.4. Resident - Lakelands grit bin provision.
 - 9.5. Resident – Combe Ball Hill pedestrian safety.
- 10. Dates of Next meetings recommended:-
 - 10.1. Parish Council - **02/03/23** – agenda deadline noon **17/02/23**.
 - 10.2. Agenda Items for consideration by the next meeting.

Payment Schedule

| Item | Payee | Purpose | £ |
|--------------------|---------------------------------------|--|--------|
| 7.2.1. | S Sandland | Toilet Management & Cleaning Contract | 300.00 |
| 7.2.2. | Dart Electrics Ltd | Christmas Tree Lighting | 288.00 |
| 7.2.3. | North Devon Council | Dog Waste Bin Servicing Oct-Dec 2022 *686 | 218.40 |
| 7.2.4. | C Northam | New padlock for toilet block electric hookup point | 2.99 |
| 7.2.5. | Thomson Reuters (Professional) UK Ltd | JCT Minor Works Contract *368 | 96.00 |
| 7.2.6. | Viking Direct | Box 200 refuse sacks | 26.87 |
| 7.2.7. | Homebase | New padlock for trade waste bin | 6.49 |
| 7.2.8. | Staff Salaries & Expenses | | TBC |
| To Ratify:- | | | |
| 7.2.9. | The Community Heartbeat Foundation | Annual Support Costs 2023 - *091 | 151.20 |
| 7.2.10. | Amazon | Printer Toner - *AEUI | 55.90 |
| 7.2.11. | Information Commissioner | Data Protection Annual Registration Fee - 2023 | 40.00 |