

Minutes of the Council Meeting held 02/02/23, 19:30 at Witheridge Parish Hall

PRESENT:

Cllr Harvey	Chairman	Cllr Dorow		
Cllr Northam	Vice Chairman		Cllr Richardson	Cllr Wells
			Cllr Searles	Cllr J Yabsley

In Attendance:

District & County Cllr J Yabsley	2 Members of the public P G Dunn - Clerk
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1. Public Session (maximum 3 mins per subject overall max. 15 minutes).

Representations were received concerning maintenance of the Open Space hedge adjacent to 6 Broomhouse Park. The clerk re-iterated this Open Space was maintained by the management company Greenbelt and North Devon Council had the powers to enforce if required. District Cllr Yabsley to follow up with Enforcement.

2. To Approve Apologies for Absence.

RESOLVED: Apologies approved from Cllrs Goodwin, Martin and Smith.

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/your-area/devon-and-cornwall-police/south-molton/>.
None.

3.2. District and County.

Cllr Yabsley reported the following in respect of specific parish issues:-

- Implementation of yellow traffic lines in West St to the rear of the Pound House suspended by Cty Cllr Yabsley pending a further review due to opposition.
- Receipt of correspondence seeking projects for future Section 106 funding. **District Cllr Yabsley advised he would forward the email to the clerk.**
- Impact of compacted snow on Combe Ball Hill and Drayford residents accessing Witheridge. Cty Cllr Yabsley stated up to 5 tonne of salt was available to each parish council to treat their roads. The clerk clarified this was subject to adopting the County Council Snow Warden scheme to which the parish council had consistently declined due to the onerous nature of the scheme being beyond the resources of the parish council to sustain.

Cty Cllr Yabsley advised it was the only way such matters would be addressed in the future together with funding provision by parish councils of additional grit bins by the parish council despite the County Council being the Highways Authority. Cty Cllr Yabsley cited other parish councils who had opted into the Snow Warden Scheme; the clerk questioned what power parish councils had to undertake such provision and re-stated to do so would require a published policy of maintenance to be maintained by the parish council and/or volunteers for the duration of any snow/ice period of weather be it one day or two weeks. This would require resources beyond the parish council's in order to fund suitable insured transport to deliver and apply salt/grit; use of volunteers own vehicles was not a reasonable expectation. It was requested the meeting move on.

The Chairman raised road flooding in the vicinity of Nomansland. Cty Cllr Yabsley advised reporting the matter online.

Cllr Searles requested Cty Cllr Yabsley to liaise with his neighbouring county cllrs to address the issue of potholes on the main road to Tiverton.

4. Minutes.

4.1. 05/01/23. To sign if approved, minutes of the Council.

RESOLVED: Cllr Northam proposed, Cllr Dorow seconded and all were in favour approval.

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5. To consider Code of Conduct Matters:-

5.1. Written councillor dispensation requests arising.

None.

5.2. Declarations of Interests not declared in the Register of Interests.

Agenda	Councillor	Type	Reason	Dispensation
6.1	Cllr Yabsley	DPI	Applicant	n/a

6. To consider the following Planning Matters.

6.1. Planning applications received following agenda publication.

Cllr Yabsley left for 75694.

6.2. Enforcement Issues Arising.

Cannington Road Open Space maintenance issue outstanding. **District Cllr Yabsley to action.**

7. To consider the following Finance & Policy matters:-

7.1. Finance update circulated to councillors' for review.

RESOLVED: Cllr Northam proposed, Cllr Richardson seconded and all were in favour to note 30/01/23 Report and Bank Reconciliation including online banking payments raised reviewed with no issues.

7.2. Sanction payment schedule appended & instruct signatories.

RESOLVED: Cllr Wells proposed, Cllr Dorow seconded and all were in favour settlement accounts 7.2.1 through 7.2.14, clerk to setup online payments, Chairman to authorise. **Chairman and clerk to action.**

7.3. Rest A While Day Centre Funding Request.

RESOLVED: Cllr Dorow proposed, Cllr Northam seconded and all were in favour a grant of £300. **Clerk to action.**

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.

Correspondence dated 18/01/23 was noted.

8.1.2. Annual P3 Paths Survey Update.

The clerk reported receipt of Cllr Dorow's submission, the **Chairman confirmed her submission would follow shortly and agreed to follow up Cllr Martin.** Cllr Dorow drew council's attention to drainage of water icing on Post Office Lane [Highways Online Report Ref: W231590210].

8.2. Play Areas.

8.2.1. Adventure Playground Refurbishment/Extension.

8.2.1.1. Willow Rise Northern Open Space Transfer Update.

Draft documents for the transfer of the land and lease received 01/02/23 were circulated with councillor papers for consideration.

Cllr Dorow drew attention to a lease clause that might be in conflict with the nature of being adjacent to a children's playground.

RESOLVED: Cllr Yabsley proposed, Cllr Dorow seconded and all were in favour delegating to the clerk the appointment of a commercial solicitor to act for the parish council in the absence of any response from the District Council Legal Department to the parish council's request for representation. **Clerk to action.**

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8.2.1.2. Kompan Sales Order Confirmation Query Responses.

Correspondence dated 11/01/23 was noted.

8.2.1.3. Minor Works Contract Requirements Update.

Work undertaken by Cllrs Dorow and Searles was reported. It was noted the draft contract was now ready subject to inclusion of a start date for works. **Clerk to action.**

The Chairman thanked Cllrs Dorow and Searles.

8.2.1.4. New Boundary Fencing/Hedging.

Councillors considered the proposed options and expressed a preference for railings along the whole of the Willow Rise road boundary along the Northern Public Open space and the Adventure Playground. **Clerk to obtain quotes.**

8.2.1.5. Kompan Site Meeting.

Chairman, Cllrs Dorow, Searles and clerk to attend.

8.2.2. Parish Hall Playground - Railings Proposal & S106 Funding Application.

Councillors considered a quotation for railings and a proposed S106 funding application.

RESOLVED: Cllr Richardson proposed, Cllr Yabsley seconded and all were in favour submission of the S106 funding application and obtaining a second quotation. **Clerk to action.**

8.2.3. Quarterly Inspection Reports.

Cllr Northam reported weeding around the climbing frame and pruning back a tree. The **Chairman agreed to follow-up the outstanding skate ramps works.**

8.3. Parish Clock Update.

Cllr Northam reported an engineer had attended and removed parts requiring servicing and identified the location for a new electricity supply point for the new automatic time-side winding.

Clerk to clarify with engineer whether existing electricity supply point could be re-used.

8.4. Leased Room - Tenant Queries/Responses.

Correspondence dated 10/01/23 was noted.

8.5. Recycling & Refuse Collection Issues.

Defer. **Clerk to re-agenda.**

8.6. Additional Defibrillator Provision.

Councillors identified other current locations at the Sports Club and Medical Centre in addition to the Public Toilet Block were sufficient. Provision of Wound Packs were raised. **Clerk to review Wound Packs provision.**

9. Correspondence / Consultations Received for consideration:-**9.1. South West Heritage Trust – Records Office Funding Thanks.**

Noted.

9.2. DCC - Little Dart Catchment - Devon Resilience Innovation Programme.

Correspondence dated 16/01/23 was considered. It was agreed to seek installation of two water quality sensors, one upstream and one downstream of the sewage treatment works in Witheridge as Chulmleigh. **Clerk to action.**

9.3. Rest A While – Coronation Celebration.

Correspondence dated 17/01/23 was noted.

9.4. Resident - Lakelands grit bin provision.

Correspondence dated 18/01/23 was noted.

9.5. Resident – Combe Ball Hill pedestrian safety.

Discussed under item 3.1.

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10. Dates of Next meetings recommended:-

10.1. Parish Council - 02/03/23 – agenda deadline noon 17/02/23.

Noted.

10.2. Agenda Items for consideration by the next meeting.

Litter Pick 11/03/23, Section 106 funding projects, Wound Packs provision and Replacement Dog Waste Bin at Broomhouse Park. **Clerk to action.**

Meeting closed 21:10.

Planning

Application No.	Description
75694	Barn at Little Yeo Witheridge Devon EX16 8QA - Amended materials to planning permission 70296 and extension to agricultural barn and widening of vehicular access (amended description). Recommendation: No comment – applicant parish councillor.

Payments

Item	Ref	Payee	Purpose	£
7.2.1.	OB	S Sandland	Toilet Management & Cleaning Contract	300.00
7.2.2.	OB	Dart Electrics Ltd	Christmas Tree Lighting	288.00
7.2.3.	OB	North Devon Council	Dog Waste Bin Servicing Oct-Dec 2022 *686	218.40
7.2.4.	OB	C Northam	New padlock for toilet block electric hookup point	2.99
7.2.5.	CC	Thomson Reuters (Professional) UK Ltd	JCT Minor Works Contract *368	96.00
7.2.6.	CC	Viking Direct	Box 200 refuse sacks	26.87
7.2.7.	CC	Homebase	New padlock for trade waste bin	6.49
** Staff Salaries & Expenses **				
7.2.8.		Redacted under GDPR	Total:-	1109.60
7.2.9.				
7.2.10.				
To Ratify:-				
7.2.11.	OB	The Community Heartbeat Foundation	Annual Support Costs 2023 - *091	151.20
7.2.12.	CC	Amazon	Printer Toner - *AEUI	55.90
7.2.13.	CC	Information Commissioner	Data Protection Annual Registration Fee - 2023	40.00

Invoices Received after Agenda compilation - To Be Ratified

7.2.14.	OB	Wicksteed Leisure Ltd	Qtly Inspections	266.40
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SO – Standing Order | DD – Direct Debit | OB – Online Banking* | CC – Charge Card

Receipts

Tenant	Rent	191.66
Tenant	Services	204.22
NDC	Willow Rise Section 106	104000.00

Signed:

Chairman.

Date: