

WITHERIDGE PARISH COUNCIL



NOTICE OF MEETING

A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 6th April 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.

29/03/23

* Cllrs: Harvey (Chairman)
Dorrow
Goodwin
Martin
Northam

Richardson
Searles
Smith
Wells
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. **02/03/23.** To sign if approved, minutes of the Council.
 - 4.2. **13/03/23.** 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 list (appended).**
 - 6.2. **Planning applications received following agenda publication.**
 - 6.3. **Enforcement Issues Arising.**
 - 6.4. **Section 106 Public Open Space Projects Update.**
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.**

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- 7.3. Financial Year Ending 31/03/23:-
 - 7.3.1. P K F Littlejohn – External Audit Requirements.
 - 7.3.2. LCAS – Internal Audit Requirements.
 - 7.3.3. Peninsula Pensions – End of Year Return Requirements.
 - 7.3.4. Parish Hall – Grounds Maintenance Re-Charge.
- 7.4. Devon Association of Parish Councils Annual Membership Renewal.
- 7.5. Insurance Policy Schedule Amendment.
- 7.6. Grant Application(s).
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/>
 - 8.2. Public Toilet Block / Leased Premises.
 - 8.2.1. Planning Consent for Signage.
 - 8.2.2. Lighting Installation Request.
 - 8.2.3. Expansion of Services Proposal & any Lease/Insurance considerations/implications.
 - 8.2.4. Minor works Update.
 - 8.2.5. Community Heartbeat Trust Defibrillator Activation Protocol.
 - 8.3. Playgrounds.
 - 8.3.1. Refurbishment Project Update.
 - 8.3.2. Willow Rise Northern Open Space (NPos) Transfer Update.
 - 8.3.3. Skateramps repairs Update.
9. Correspondence / Consultations Received for consideration:-
 - 9.1. Cumbria Clock - Annual Service Price Increase.
 - 9.2. South West Heritage Trust – Use of archive material in public display.
 - 9.3. Wetheridge Rest A While Day Centre – Grant thanks.
 - 9.4. Public – expression of gratitude for well maintained public toilet.
10. Dates of Next meetings recommended:-
 - 10.1. Parish Council – 27/04/23 19:30 (Provisional Date To Be Confirmed).
 - 10.2. Annual Council – 18/05/23 19:30 – agenda deadline noon 05/05/23.
 - 10.3. Agenda Items for consideration by the next meeting.

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

Application No.	Description
76776	Extension to dwelling at 8 Wiriga Way Witheridge Tiverton Devon EX16 8EQ Grid Ref: 280332; 114220
75762 APP/X1118/W/22/3310242	Notice of Planning Appeal West Pilliven, Witheridge, EX16 8QD (Hazy Valley Glamping) Change of use of land & erection of two yurts together with associated access, parking and landscaping for the purposes of tourist accommodation. An appeal has been made to the Secretary of State in respect of the decision of North Devon Council to refuse planning permission for the application outlined above.

Payment Schedule

Item	Payee	Purpose	£
7.2.1.	Hoopers (SW) Ltd	Grounds Maintenance 6468	624.00
7.2.2.	S Sandland	Toilet Management & Cleaning Contract	300.00
7.2.3.	UK Debt Management Office	Loan Repayment 03/04/23	1173.51
7.2.4.	AJG	Insurance increased cover effective 03/04/23	519.87
7.2.5.	EDF	Toilet Block Electricity Charges 26/11-27/02/23	573.38
7.2.6.	North Devon Council	Toilet Block Storage Room Non Domestic Rates 23/24	277.69
7.2.7.	North Devon Council	Toilet Block Public Toilet Non Domestic Rates 23/24	0.00
7.2.8.	Devon Association of Local Councils	Annual Subscription	405.38
7.2.9.	Wetheridge Parish Hall Committee	Bookings Jan-Mar 23	90.00
7.2.10.	J McDonald	Minor Toilet Block Repairs 21/03/23	275.00
7.2.11.	S Stevens	Saltash Police Advocates Meeting Mileage & Toll	75.50
7.2.12.	Staff Salaries & Expenses		TBC
7.2.13.	Wickstead Ltd	Qtly Inspection Reports *858	206.40