

Minutes of the Council Meeting held 01/06/23, 19:30 at Witheridge Parish Hall

3.2. District and County.

The Chairman raised the Lakelands Horse Chesnut tree and the request for a survey. **Cty Cllr Yabsley to raise with Highways.**

The Chairman requested an update on the accessibility works to The Bow. Cllr Yabsley advised the funds will not be available until the Section 106 funding is available pertaining to planning application 73742.

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

- Following representations had secured some works to the North Devon Homes Butts Close garages.
- Issue of the raised footpath wall structure in North Street.
- Looking into Little Dart pollution issues.

Cllr Yabsley left.

Cllr Dorow raised issue of water draining down Post Office alley from neighbouring property. The clerk stated this had been reported to Devon County Council.

Cllr Jones sought background information related to the Cannington Road Open Space maintenance. The clerk directed Cllr Jones to the Deed of Covenant on the parish council website governing the maintenance and the enforcement responsibilities of the District Council. **Cllr Jones to raise with District.**

4. Minutes.

4.1. 18/05/23. To sign if approved, minutes of the Council.

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

5. To consider Code of Conduct Matters:-

5.1. Written councillor dispensation requests arising.

None.

5.2. Declarations of Interests.

Agenda	Councillor	Reason	Dispensation
7.2.12	Cllr Richardson	Recipient of payment	No
8.2.3	Cllr Dorow	Chairman of Knights of Witheridge	No

6. To consider the following Planning Matters.

6.1. Planning list.

None.

6.2. Planning applications received following agenda publication.

None.

6.3. Enforcement Issues Arising.

The clerk reported correspondence dated 18/05/23 from Mr England, 19/05/23 from the clerk to Dist. Cllr Jones and subsequent response from North Devon Council (NDC) Planning Department dated 31/05/23.

The latter from NDC stated “Mr England and I have spoken on several occasions in respect of application 73742 and I will contact him to reinforce the compliance with condition is something the NDC will pursue in the event it receives a report that a condition is being breached”.

6.4. NDC - Application 73742 Completed Section 106 Agreement.

Correspondence dated 22/05/23 from Mr Searles was considered alongside a copy of the Section 106 circulated with cllr papers. **Cllr Jones agreed to confirm whether the Section 106 available on the District website had now been signed.**

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7. To consider the following Finance & Policy matters:-**7.1. Finance update circulated to councillors' for review.**

RESOLVED: Cllr Dorow proposed, Cllr Richardson seconded and all were in favour to note 31/05/23 Report and Bank Reconciliation including online banking payments raised reviewed with no issues.

7.2. Sanction payment schedule appended & instruct signatories.

Cllr Richardson left for this item.

RESOLVED: Cllr Northam proposed, Cllr Dorow seconded and all were in favour settlement accounts 7.2.1 through 7.2.15, clerk to setup online payments, Chairman to authorise. **Chairman and clerk to action.**

7.3. DCC LGPS – Completion of Key Decision Form.

Councillors reviewed the document.

RESOLVED: Cllr Smith proposed, Cllr Richardson seconded and all were in favour:-

- The clerk acting as employer contact.
- Discretions Policy – non of the three options.
- Strain Costs – Assessed on a case by case basis.
- Forms Completion – by the clerk.

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/>

No further matters.

8.2. Adventure Playground.**8.2.1. Refurbishment Update & Post Installation Report.**

Post Installation Report dated 25/05/23 was reviewed.

RESOLVED: Cllr Richardson proposed, Cllr Smith seconded and all were in favour forwarding a copy of the report to the contractor detailing issues outstanding and requesting a site meeting once rectified to review prior to commissioning a further Post Installation Report.

Clerk to action.

8.2.2. Refurbishment Payment Approval.

Defer.

8.2.3. Refurbishment Opening Event.

Cllr Dorow left for this item.

RESOLVED: Cllr Fox proposed, Cllr Northam seconded and all were in favour granting permission for the Knights of Witheridge to host a barbeque at the Adventure Playground Pump Track subject to:-

- Date to be determined.
- Receipt and review of an event Method Statement & Risk Assessment.
- Copy of Public Liability Insurance.
- Presence of a 1st Aider for the duration of the event.

8.3. Willow Rise Northern Public Open Space update.

None.

8.4. Village Litter Pick 10/06/23.

RESOLVED: Cllr Richardson proposed, Cllr Fox seconded and all were in favour approval. **Cllr Northam to action.**

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9. Correspondence / Consultations Received for consideration:-

9.1. Peninsula Transport - Road Investment Strategy (RIS) period (2025-2030) Consultation.

Noted.

9.2. Resident – Lakelands Trees representations.

Correspondence dated 20/05/23 noted. **Cty Cllr Yabsley to raise with DCC Highways.**

9.3. Resident – Cannington Road / Drayford Lane Open Space representations.

Correspondence dated 24/05/23 noted. **Dist Cllr Jones to raise with NDC.**

10. Dates of Next meetings recommended:-

10.1. Parish Council - 06/07/23 – agenda deadline noon 23/06/23.

Noted.

10.2. Agenda Items for consideration by the next meeting.

- 20s Plenty Speed Limit Campaign.
- Concessionary Green Waste Bin Application.
- Parish Hall open day participation.

Meeting closed 21:35

Payments

Item	Ref	Payee	Purpose	£
7.2.1.	OB	Hoopers (SW) Ltd	Grounds Maintenance 0047	606.00
7.2.2.	OB	S Sandland	Toilet Management & Cleaning Contract	300.00
7.2.3.	OB	Witheridge Voice	Full Page Advert 4 Editions	119.00
** Staff Salaries & Expenses **				
7.2.4.		Redacted under GDPR	Total:-	1144.82
7.2.5.				
7.2.6.				
7.2.7.				
7.2.8.				
To Ratify:-				
7.2.9.	OB	The Play Inspection Co. Ltd	Post Installation Report 61050	420.00
7.2.10.	OB	Mid Devon District Council	Trade Waste Bin Service 01/04-30/09 *3736	114.42
7.2.11.		Redacted under GDPR	Total:-	5.98
7.2.12.	OB	C Richardson	British Red Cross Emergency 1sr Aid at Work	198.00
7.2.13.	CC	PHS Group	Hand Sanitiser Contract Invoice *7424 less Credit Note *3793	86.56

Invoices Received after Agenda compilation - To Be Ratified

7.2.14.	OB	S Sandland	Youth Shelter Cleaning	60.00
7.2.15.	OB	The Play Inspection Co. Ltd	Post Installation Report (2) 61466	360.00