

WITHERIDGE PARISH COUNCIL



NOTICE OF MEETING

A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 3rd August 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.

* Cllrs: Harvey (Chairman)
Dorrow
Fox
Northam

Richardson
Smith
4 Vacancies

26/07/23

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 payable to Witheridge Parish Council documents can be provide by post.

AGENDA

1. **Public Session (maximum 3 mins per subject overall max. 15 minutes).**
2. **To Approve Apologies for Absence.**
3. **To Consider Application(s) for Co-option.**
(Information pack available here:- <https://www.middevonparish.co.uk/witheridge/being-a-councillor/>)
4. **To receive the following Reports (strictly maximum 15 minutes – long reports should be submitted in advance to allow circulation to councillors prior to the meeting):-**
 - 4.1. **Police update - <https://www.police.uk/pu/your-area/devon-and-cornwall-police/south-molton/>.**
 - 4.2. **District and County.**
 - 4.3. **Parish Groups with Council Representatives.**
5. **Minutes.**
 - 5.1. **06/07/23.** To sign if approved, minutes of the Council.
6. **To consider Code of Conduct Matters:-**
 - 6.1. **Written councillor dispensation requests arising.**
 - 6.2. **Declarations of Interests.**
(Code of Conduct available on website under Finance & Policy*).
7. **To consider the following Planning & Licensing Matters.**
 - 7.1. **Planning list (appended).**
 - 7.2. **Planning applications received following agenda publication.**
 - 7.3. **Enforcement Issues Arising.**
 - 7.4. **MDDC - Public consultation on a Meeting Housing Needs Supplementary Planning Document.**
 - 7.5. **NDC - Consultation On Revised Licensing Act 2003 Statement Of Licensing Policy.**
8. **To consider the following Finance & Policy matters:-**
 - 8.1. **Finance update circulated to councillors' for review.**
 - 8.2. **Sanction payment schedule appended & instruct signatories.**
 - 8.3. **Annual Insurance Renewal.**

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9. To consider the following Property/Environment matters:-
- 9.1. Highways, Drainage & Public Rights of Ways Issues.
<https://devon.roadworks.org/> | <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>
- 9.2. Public Toilet Block.
- 9.2.1. Parish Council Proposed Change of Postal Address / Requirements to:-
 “ Witheridge Parish Council
 Unit 1, Store Adjacent Public Convenience,
 The Square, Witheridge, Tiverton, EX16 8AE”.
- 9.2.2. Review and Confirm Building Maintenance requirements / Quotation Request(s).
- 9.2.3. Review Public Toilet Cleaning Requirements.
- 9.3. Playgrounds.
- 9.3.1. Adventure Playground Refurbishment Update & Payment Arrangements.
- 9.3.2. Draft Adventure Playground Signage.
- 9.3.3. Quarterly Operational Playgrounds Inspection Reports.
- 9.4. District Cllr request for Parish Council to undertake Post Office Lane’s neighbouring properties grounds maintenance.
- 9.5. Willow Rise Section 106 Public Open Space Project Funding.
- 9.6. 20s Plenty Scheme.
10. Management of Meetings.
11. Correspondence / Consultations Received for consideration:-
- 11.1. Resident representations concerning planning application 77237.
- 11.2. Resident thanks to council for completion of parish clock works.
- 11.3. Residents representations concerning Withyfest.
- 11.4. Speedwatch – Funding request for a body worn camera.
- 11.5. Parish Hall – Open Day Stall.
12. Dates of Next meetings recommended:-
- 12.1. Parish Council - 07/09/23 – agenda deadline noon 25/08/23.
- 12.2. Agenda Items for consideration by the next meeting.

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

Application No.	Description
77299	Extensions to dwelling at East Betham Witheridge Tiverton Devon EX16 8QE Grid Ref: 282196; 115406

Payment Schedule

Item	Payee	Purpose	£
8.2.1.	Cumbria Clock Company Ltd	Replace the automatic Timeside winding & effect repairs to address back barrel bearing excessive wear – balance payment (deposit paid £817.20)	3904.80
8.2.2.	Dart Electrics Ltd	Installation of new 2 gang switched metal socket for above.	110.06
8.2.3.	S Sandland	Toilet Management & Cleaning Contract	300.00
8.2.4.	North Devon District Council	Dog Waste Bin Servicing Apr-Jun 23	228.00
8.2.5.	Wicksteed Leisure Ltd	Qtly Playgrounds Inspections *2313	293.04
8.2.6.	Devon Association of Local Councils	Cllrs Fox & Wood attendance Being a Good Councillor Full Day Course	180.00
8.2.7.	Staff Salaries & Expenses		TBC
	To Ratify:-		
8.2.8.	Easily Limited	Webmail service annual renewal *0462	11.99
8.2.9.	Hoopers (SW) Ltd	Grounds Maintenance 22+28/06 0082	1412.10