

WITHERIDGE PARISH COUNCIL



NOTICE OF MEETING

A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 5th October 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.

A handwritten signature in black ink, appearing to read 'Peter Dunn'.

28/09/23

* Cllrs: Harvey (Chairman)
Bibby
Dorow
Fox

Northam
Richardson
Smith
3 Vacancies

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 any Application(s) for co-option.**
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/your-area/devon-and-cornwall-police/south-molton/>.**
 - 4.2. **District and County.**
 - 4.3. **Parish Groups with Council Representatives.**
5. **Minutes.**
 - 5.1. **07/09/23.** 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 applications received following agenda publication.**
 - 7.2. **Enforcement Issues Arising.**
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. **Insurance update.**
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. **Consider Parish Hall Playground Springer repair/replacement quotes.**

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- 9.3. Drayford Green – Tree works quote(s).
- 9.4. PHS - Controlled Waste Transfer Note.
- 9.5. WPH - discontinue Parish Hall Field grounds maintenance from 2024.
- 9.6. Annual Christmas Tree & Lights Arrangements.
- 9.7. Litter Pick.
- 10. Correspondence / Consultations Received for consideration:-
 - 10.1. Allison Homes - development liaison meeting request.
 - 10.2. NDC - Street Name Consultation.
 - 10.3. Dist. Cllr Jones – Representations to South West Water.
- 11. Dates of Next meetings recommended:-
 - 11.1. Parish Council – 02/11/23 – agenda deadline noon 20/10/23.
 - 11.2. Finance & General Purposes Committee – 16/11/23 11:00 TBC (constitute committee).
 - 11.3. Agenda Items for consideration by the next meeting.

Payment Schedule

Item	Payee	Purpose	£
8.2.1.	Hoopers (SW) Ltd	Grounds Maintenance 0126	1032.00
8.2.2.	S Sandland	Toilet Management & Cleaning Contract	300.00
8.2.3.	Staff Salaries & Expenses		TBC
	To Ratify:-		
8.2.4.	Kompan Ltd (£153,755.90)	Adv Playground Refurbishment	154,475.90
8.2.5.		Credit two Re-Inspection PI Reports	(720.00)
8.2.6.	UK Debt Management Office	PWLB 6mthly repayment	1173.51
8.2.7.	Zurich Insurance	Council Insurance	1566.76