

## WITHERIDGE PARISH COUNCIL



## NOTICE OF MEETING

A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 2nd November 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.

27/10/23

* Cllrs:	Harvey (Chairman)	Northam
	Bibby	Richardson
	Dorrow	Smith
	Fox	3 Vacancies

**Peter Dunn**

Clerk to the Parish Council

(Contact:- **07922 926017**, E-mail:- [parishclerk@witheridgepc.org](mailto:parishclerk@witheridgepc.org), Web:- [www.witheridgepc.org](http://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).**  
(Please note in accordance with Council Standing Order 3(h) a question shall not give rise to a debate or require an immediate response).
2. **To Approve Apologies for Absence.**
3. **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):-**
  - 3.1. **Police update - <https://www.police.uk/your-area/devon-and-cornwall-police/south-molton/>.**
  - 3.2. **District and County.**
  - 3.3. **Parish Groups with Council Representatives.**
4. **Minutes.**
  - 4.1. **05/10/23.** 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.**  
(Code of Conduct available on website under Finance & Policy\*).
  - 5.3. **Consider any applications for co-option.**
6. **To consider the following Planning & Licensing Matters.**
  - 6.1. **Planning list (appended).**
  - 6.2. **Planning applications received following agenda publication.**
  - 6.3. **Enforcement Issues Arising.**
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.**
  - 7.3. **Knights of Witheridge Grant Application.**

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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. Transfer of Willow Rise Northern Public Open Space (to include display of developer signage scaffold).
- 8.3. Playgrounds.  
 8.3.1. Qtly Inspection Reports.  
 8.3.2. Qtly Inspections Order 2024.  
 8.3.3. Parish Hall Playground Railings quotes.  
 8.3.4. Review Kompan Installation maintenance requirements and approve updated weekly visual inspection checklists.
- 8.4. Christmas Tree Arrangements Update.
- 8.5. Note Litter Pick 28/10/23 Risk Assessment.
- 8.6. Note Leased room utilities invoice.
9. Correspondence / Consultations Received for consideration:-
- 9.1. NDC – Polling Stations Review Consultation.
10. Dates of Next meetings recommended:-
- 10.1. Parish Council - **07/12/23** – agenda deadline noon **24/11/23**.
- 10.2. Parish Council (Finance) - **16/11/23** – Rest A While 19:30.
- 10.3. Agenda Items for consideration by the next meeting.

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

Application No.	Description
77408	Listed building works for removal of chimney, replacement of roof tiles and replacement of door at 25 West Street Witheridge Tiverton Devon EX16 8AA Grid Ref: 280324; 114461

### Payment Schedule

Item	Payee	Purpose	£
7.2.1.	Hoopers (SW) Ltd	Grounds Maintenance 133	918.00
7.2.2.	S Sandland	Toilet Management & Cleaning Contract	300.00
7.2.3.	North Devon District Council	Dog Waste Bin Service Jul-Sep 23	249.60
7.2.4.	Mid Devon District Council	Trade Waste Bin Service 011023-310324 *5078	114.42
7.2.5.	Wicksteed Leisure Ltd	Qtly Playgrounds Inspection *3280	338.58
7.2.6.	Devon Association of Local Councils	AGM & Conference – Chairman attendance	54.00
7.2.7.	Staff Salaries & Expenses		TBC
<b>To Ratify:-</b>			
7.2.8.	North Devon District Council	Council New Address Registration Fee	75.25
7.2.9.	Libraries Unlimited	Printing 29/08	3.50
7.2.10.	EDF Energy	Public Toilet Building Electricity Charges 01/06-29/08	272.90
7.2.11.	Wetheridge Parish Hall Committee	Hall Bookings Jul-Sept 115	90.00
7.2.12.	J Harvey (£48.60)	25/08 Tiverton Bank Mandate - 22 miles	9.90
7.2.13.		27/09 Exeter Racecourse DALC AGM – 86 miles	38.70