

Minutes of the Council Meeting held 04/01/24, 19:30 at Witheridge Parish Hall**PRESENT:**

Cllr Harvey Chairman Cllr Bibby Cllr Fox Cllr Richardson
Cllr Northam Vice Chairman Cllr Dorow Cllr Smith

In Attendance:

District Cllr P Jones

6 Members of the public
P G Dunn – clerk

“Minutes of proceedings of a council and of its committees must be kept. They are intended to be formal records of official acts and decisions, not reports, still less verbatim reports of speeches...” Local Council Administration.

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).

New representations concerning Parish Council matters:-

- Proposal for periodic public meetings with guest speakers from public service organisations such as Principal Councils, Police etc.

2. To Approve Apologies for Absence.

Apologies noted from Cllr Yabsley.

3. To consider any application(s) for co-option.

None.

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/>.**

Cllr Smith reported:-

- 2024 Police Advocate Meetings.
- Support for further police stations to be re-opened.
- Public priorities for policing.

4.2. District and County.

Concerning specific parish matters:

Cllr Jones reported:-

- Allison Homes reviewing the phase 2 development mechanisms for the delivery of the 155 Social & Market Houses.
- Ongoing community representations to Stagecoach concerning bus service levels and impacts.
- River quality testing volunteers trained and ready, test kits delivery awaited.
- Availability of councillor training.

4.3. Parish Groups with Council Representatives.

None.

5. Minutes.

5.1. 07/12/23. To sign if approved, minutes of the Council.

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

6. To consider Code of Conduct Matters:-

6.1. Written councillor dispensation requests arising.

None.

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6.2. Declarations of Interests.

Agenda	Councillor	Reason	Dispensation
7.2	Cllr Harvey	Pecuniary Interest in application 77893 - neighbour	n/a

7. To consider the following Planning & Licensing Matters.

7.1. Planning list.

See report appended.

7.2. Planning applications received following agenda publication.

None.

7.3. Enforcement Issues Arising.

None.

7.4. NDC - Planning Forum 31/01/24 18:00.

RESOLVED: Clerk to attend. **Clerk to action.**

8. To consider the following Finance & Policy matters:-

8.1. Finance update circulated to councillors' for review.

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

- To note 31/12/23 Report and Bank Reconciliation including online banking payments raised reviewed with no issues.
- To note NDC correspondence dated 04/01/24 confirming Band D rate for 2024/25 Precept set by the Parish Council.

8.2. Sanction payment schedule appended & instruct signatories.

RESOLVED: Cllr Northam proposed, Cllr Smith seconded and all were in favour settlement accounts 8.2.1 through 8.2.17, **clerk to setup online payments, Chairman to authorise.**

8.3. LGPS Employer Meetings and an important update for all Devon Fund employers.

Correspondence dated 06/12/23 noted, council representatives amended to Chairman and Vice-Chairman.

8.4. DALC charges increase.

Correspondence dated 12/12/23 noted.

8.5. Internal Auditor Appointment Yr Ending 31/03/24.

RESOLVED: The Chairman proposed, Cllr Northam seconded and all were in favour Local Council Administration Services. **Clerk to action.**

8.6. Willow Rise Northern Public Open Space Transfer Update & Appointed Signatories.

Solicitor's correspondence dated 21/12/23 noted. **Clerk to re-agenda.**

8.7. Section 106 (73742) Funding Projects Proposal – Dist Cllr Jones.

(Section 106 available here: <https://www.middevonparish.co.uk/witheridge/willow-rise-development/>).

Deferred at the request of Cllr Jones. **Clerk to re-agenda.**

8.8. 2024 Meeting Dates & Venue(s).

(Meeting Schedule here: <https://www.middevonparish.co.uk/witheridge/meetings/2024/>).

Noted. **Clerk to update Witheridge Voice.**

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/>

None.

9.2. Vehicular Weight Restriction on Mill Lane update (raised 03/12/20 Council, chased 08/12/21, raised again 01/12/22).

No further action until receipt of DCC response.

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RESOLVED: Cllr Northam proposed, Cllr Dorow seconded with 5 in favour and 2 abstentions (Cllrs Bibby and Fox recorded at their request) to:-

- Disable the clock chimes with immediate effect to comply with the requirements of NDC Abatement Notice in Respect of Statutory Nuisance dated 22/12/23. (Silence the church clock sounding between the hours of 23:00 and 07:00). **Chairman to action.**
- Obtain a quote to automate the above allowing the clock to sound outside of the restrictions. **Clerk to action.**
- Report the restrictions in Witheridge Voice. **Chairman to action.**

9.4. Parish Hall Playground.**9.4.1. Lease of footprint.**

The Chairman reported discussing the matter with the Parish Hall Chairman who would take the proposal to the next Parish Hall Committee meeting of the Trustees.

9.4.2. New Railings.

RESOLVED: Cllr Dorow proposed, Cllr Northam seconded and all were in favour:-

- Noting W M Ironworks correspondence dated 26/07/23, 19/10/23 and 27/11/23 in summation:-
 - Detailing estimate (not quotation as requested) of costs to supply and install railings.
 - Requesting a 3rd party take responsibility for securing the site for the duration of the works.

10. Correspondence / Consultations Received for consideration:-**10.1. Resident - Adventure Playground dog access.**

Correspondence dated 13/12/23 noted. **Clerk to respond** advising plans to fence the playground following transfer of the Willow Rise Northern Public Open Space to the Parish Council.

11. Dates of Next meetings recommended:-

11.1. Parish Council - 01/02/24 – agenda deadline noon 19/01/24.

Noted.

11.2. Agenda Items for consideration by the next meeting.

Intermittent issues with access code process for the defibrillator in The Square. **Cllr Northam to request report from defibrillator supplier.**

Additional defibrillator provision.

Meeting closed 21:40

WITHERIDGE PARISH COUNCIL

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Application No.	Description
77893	Erection of a roofing structure over existing livestock loafing yards at New Hole Farm Witheridge Tiverton Devon EX16 8QD Grid Ref: 281847; 115418 Recommended: No Objection.
77989	Side Extension to dwelling at East Betham Witheridge Tiverton Devon EX16 8QE Grid Ref: 282197; 115406 Recommended: No Objection.
78020	Variation of condition 2 (external finishing materials) attached to Listed Building consent 77408 (retrospective listed building works for removal of chimney, replacement of roof tiles, replacement of door and replacement windows (amended description)) to allow for change of roof material to synthetic slate or artificial slate at 25 West Street Witheridge Tiverton Devon EX16 8AA Grid Ref: 280324; 114461 Recommended: No Objection.

Payments

Item	Ref	Payee	Purpose	£
8.2.1.	OB	S Sandland	Toilet Management & Cleaning Contract	220.00
8.2.2.	CC	Libraries Unlimited	Printing 07/12	2.00
** Staff Salaries & Expenses **				
8.2.3.		Redacted under GDPR	Total:-	1228.96
8.2.4.				
8.2.5.				
8.2.6.				
8.2.7.				
To Ratify:-				
8.2.8.	OB	S Sandland	Cleaning toilet block exterior	40.00
8.2.9.	OB	Source for Business	Public Toilet Block Water & Sewerage Charges 25/8-23/11	82.11
8.2.10.	OB	Witheridge Parish Hall Committee	Meetings Oct-Dec 123	90.00
8.2.11.	DD	EDF Energy	Public Toilet Block Electricity Charges 30/8-24/11	311.57
8.2.12.	OB	Devon Association of Local Councils	Training 5296	36.00
8.2.13.	CC	Tesco	Book 2 nd Class Stamps	6.00
8.2.14.	CC	Libraries Unlimited	Printing 30/11	3.70
8.2.15.	OB	Witheridge in Bloom	Grant	£570

Invoices Received after Agenda compilation - To Be Ratified

8.2.16.	OB	Community Heartbeat Trust	Annual Support Yr 9 *432	162.00
8.2.17.	CC	Libraries Unlimited	Printing 21/12	1.90

Signed:

Chairman.

Date:

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