

Minutes of the Council Meeting held 01/02/24, 19:30 at Witheridge Parish Hall

PRESENT:

Cllr Northam	Cllr Bibby	Cllr Fox	Cllr Richardson
Vice Chairman	Cllr Cunningham	Cllr Goodwin	Cllr Smith
	Cllr Dorow		

In Attendance:

District Cllr P Jones	11 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:-

- Planning application 78062.
- Parish Clock chimes.
- Community Policing.
- Allison Homes “Phase 2” Development sales model.

2. To Approve Apologies for Absence.

RESOLVED: Apologies approved from Cllr Harvey.

Apologies noted from County Cllr Yabsley.

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

Council were addressed by two co-option candidates.

RESOLVED: Cllr Dorow proposed, Cllr Smith seconded and all were in favour co-option Mrs Claire Goodwin.

RESOLVED: Cllr Bibby proposed, Cllr Fox seconded and all were in favour co-option Mr Matthew Cunningham.

Clerk to process co-options.

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/>.

Cllr Smith reported:-

- Policing Policy review.
- Support for further police stations to be re-opened.

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. Their aim is to sell the open market dwellings to a landlord who would bring them to market using the part buy/part rent model. This would not require any amendment to the granted planning consents.

A public meeting would be held chaired by District Cllr Jones aimed at providing more information and to take questions.

4.3. Parish Groups with Council Representatives.

None.

Minutes of the Council Meeting held 01/02/24, 19:30 at Witheridge Parish Hall

5. Minutes.

5.1. 04/01/24. To sign if approved, minutes of the Council.

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

6. To consider Code of Conduct Matters:-

6.1. Written councillor dispensation requests arising.

None.

6.2. Declarations of Interests.

Agenda	Councillor	Reason	Dispensation
	None		

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.

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

8.1. Finance update circulated to councillors' for review.

RESOLVED: Cllr Dorow proposed, Cllr Northam seconded and all were in favour to note 26/01/24 Report and Bank Reconciliation including online banking payments raised reviewed with no issues.

8.2. Sanction payment schedule appended & instruct signatories.

RESOLVED: Cllr Dorow proposed, Cllr Fox seconded and all were in favour settlement accounts 8.2.1 through 8.2.20, **clerk to setup online payments, Cllr Smith to authorise.**

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/>

RESOLVED: Forward correspondence dated 10/01/24 reference W231590210 to County Cllr Yabsley seeking clarification as to the apparent contradiction to matters raised in relation to drainage issues in Post Office Lane adjacent to the Post Office Stores. **Clerk to action.**

9.2. DCC – Public Rights of Way Annual Survey Parish Paths Partnership P3 Scheme Grant.

RESOLVED: Undertake DCC Annual Parish Paths Survey (copy maps to all cllrs). **Cllrs Harvey, Dorow, Fox, Richardson and clerk to action.**

9.3. Grounds Maintenance Tenders 2024.

RESOLVED: The Vice Chairman proposed, Cllr Dorow seconded and all were in favour following review of four quotes acceptance Hooper Services Ltd quote. **Clerk to action.**

9.4. Parish Clock.

9.4.1. Representations pertaining to North Devon District Council (NDDC) Abatement Notice.

RESOLVED: The Vice Chairman proposed, Cllr Fox seconded and all were in favour:-

- Note NDDC and residents' correspondence received, circulated and reviewed by councillors.
- Write to NDDC Environmental Health seeking an amendment to the Abatement Notice to allow the hour strike chime only during the restricted hours.

Minutes of the Council Meeting held 01/02/24, 19:30 at Witheridge Parish Hall

- Publish a record of the events involved in processing the Abatement Notice on the parish council website linked to from Facebook. [See www.witheridgepc.org Amenities & Services – Parish Clock].

Clerk to action.**9.4.2. Quote for works to suppress strike between defined hours.**

RESOLVED: Cllr Bibby proposed, Cllr Richardson seconded and all were in favour acceptance quotation dated 18/01/24 to manufacture and fit a timed night silencer system to regulate the silencing of hour strike and quarter chimes independently. **Clerk to action.**

9.5. Defibrillator.**9.5.1. Deployment access code issues update.**

RESOLVED: To note Chairman's report of feedback received from The Community Heartbeat Trust and circulated with councillors' meeting papers.

9.5.2. Additional Provision.

RESOLVED: To explore potential locations for a further two defibrillators. **Cllr Fox to action.**

9.6. Parish Hall Playground Lease update.

RESOLVED: The Vice Chairman proposed, Cllr Dorow seconded and all were in favour responding to the parish hall rent proposal dated 31/01/24, seeking a peppercorn rent attached to the lease given all costs [past and future] associated with the playground maintenance and periodic refurbishments, to include an upcoming circ. £17k project to replace fencing with railings, are met by the council [through precept and secured grants]. Further the leisure facility supports the aims of the parish hall trust's charitable objects. **Clerk to action.**

9.7. AJG - Insurance Claim - JLS1H955-1123651 update.

RESOLVED: Correspondence dated 15/01/24 noted.

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

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

Deferred. **Clerk to re-agenda April meeting.**

10. Correspondence / Consultations Received for consideration:-**10.1. Mid Devon Mobility - donation thanks.**

Correspondence dated 13/12/23 noted.

10.2. Witheridge in Bloom - grant thanks.

Correspondence dated 15/12/23 noted.

10.3. NALC – Legal Note – Power To Fund Works To Property For An Ecclesiastical Charity.

Correspondence dated 10/01/24 noted.

11. Dates of Next meetings recommended:-**11.1. Parish Council - 07/03/24 – agenda deadline noon 16/02/24.**

Noted.

11.2. Annual Parish Meeting - 04/04/24 19:00.

Noted.

11.3. Agenda Items for consideration by the next meeting.

None.

Meeting closed 21:40

WITHERIDGE PARISH COUNCIL

pcmwf240201.docx

Minutes of the Council Meeting held 01/02/24, 19:30 at Witheridge Parish Hall

Planning

Application No.	Description
78062	Change of use of former church rooms to single dwelling at The Church Rooms Tracey Green Witheridge Devon EX16 8AD Grid Ref: 280335; 114416 RESOLVED: No Objections.
78043	Two storey extension to existing dwelling together with addition of a canopy porch at Hollyfield Farm Rackenford Tiverton Devon EX16 8EU Grid Ref: 286998; 116009 RESOLVED: Note application Withdrawn.

Payments

Item	Ref	Payee	Purpose	£
8.2.1.	CC	Information Commissioners Office	Data Protection Registration – Annual Renewal	40.00
8.2.2.	OB	S Sandland	Toilet Management & Cleaning Contract	220.00
8.2.3.	OB	North Devon District Council	Dog Waste Bins Servicing 10/23-12/23 *079	249.60
8.2.4.	OB	Wicksteed Leisure Ltd	Qtly Operation Playgrounds Inspection *138	338.58
8.2.5.	CC	Libraries Unlimited	02/12 Printing	2.10
		** Staff Salaries & Expenses **		
8.2.6.		Redacted under GDPR	Total:-	1114.84
8.2.7.				
8.2.8.				
8.2.9.				
To Ratify:-				
8.2.10.	OB	S Sandland	Cleaning toilet block exterior	40.00
8.2.11.	OB	Source for Business	Public Toilet Block Water & Sewerage Charges 25/8-23/11	82.11
8.2.12.	OB	Witheridge Parish Hall Committee	Meetings Oct-Dec 123	90.00
8.2.13.	DD	EDF Energy	Public Toilet Block Electricity Charges 30/8-24/11	311.57
8.2.14.	OB	Devon Association of Local Councils	Training 5296	36.00
8.2.15.	CC	Tesco	Book 2 nd Class Stamps	6.00
8.2.16.	CC	Libraries Unlimited	Printing 30/11	3.70
8.2.17.	OB	Witheridge in Bloom	Grant	£570
8.2.18.	OB	Hooper Services	Christmas Tree erection/disposal + Removal/Disposal collapsed rotten gate/post Adventure Playground	1044.00
8.2.19.	CC	Libraries Unlimited	25/01 Printing	2.10
8.2.20.	OB	Dart Electrics Ltd	Christmas Tree Lights	354.00

Signed:

Chairman.

Date: