

WITHERIDGE PARISH COUNCIL

NOTICE OF MEETING



A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 7th March 2024 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.

24/02/24

* Cllrs:	Harvey (Chairman)	Fox
	Northam (Vice Chairman)	Goodwin
	Bibby	North
	Cunningham	Richardson
	Dorow	Smith

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).**
(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. **01/02/24.** 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*).
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 to include signatory authorisation(s).**
 - 7.2. **Sanction payment schedule appended & instruct signatories.**
 - 7.3. **Parish Communications.**
 - 7.4. **NALC - Local Government Finance Settlement 24-25.**
 - 7.5. **Procurement Thresholds from January 2024.**

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8. To consider the following Property/Environment matters:-
- 8.1. Highways, Drainage & Public Rights of Ways Issues (to include P3 Survey update).
<https://devon.roadworks.org/> | <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>
- 8.2. Barton Lane Sewage Treatment Works.
- 8.3. Public Toilet Block.
 8.3.1. Maintenance review.
- 8.4. Playgrounds.
 8.4.1. Quarterly Inspection Reports & Resident Representations.
 8.4.2. Parish Hall Playground Lease.
 8.4.3. Parish Hall Playground Railings.
- 8.5. Willow Rise Northern Public Open Space.
- 8.6. Public Defibrillator Provision Update.
- 8.7. Parish Clock Update.
9. Correspondence / Consultations Received for consideration:-
- 9.1. Resident correspondence 15/02/24 – Apple Tree Close. Nameplate Replacement.
- 9.2. Resident correspondence 14/02/24 – BMX Track & Skateramps.
- 9.3. Resident correspondence 13/02/24 – Skateramps.
10. Dates of Next meetings recommended:-
- 10.1. Annual Parish Meeting - 04/04/24 19:00.
- 10.2. Parish Council - 04/04/24 following APM – agenda deadline noon 22/03/24.
- 10.3. Agenda Items for consideration by the next meeting.

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

Application No.	Description
78252	Rear extension to dwelling at Lower Park Witheridge Tiverton Devon EX16 8PZ Grid Ref: 278845; 115972
78063	Application for Listed Building consent for change of use of former church rooms to single dwelling at The Church Rooms Tracey Green Witheridge Tiverton Devon EX16 8AD Grid Ref: 280335; 114416

Payment Schedule

Item	Payee	Purpose	£
7.2.1.	Source for Business	Water & Sewerage Charges 24/11/23-05/02/24	97.57
7.2.2.	S Sandland	Toilet Management & Cleaning Contract	220.00
7.2.3.	Giffgaff Ltd	Council mobile credit *337	10.00
7.2.4.	Libraries Unlimited	29/01 Printing	1.90
7.2.5.	Staff Salaries & Expenses		TBC
To Ratify:-			
7.2.6.	J Bibby	Supply and install new guttering to public toilet building removing and disposal of old. 1105	904.60
7.2.7.	Hooper Services	Christmas Tree erection/disposal + Removal/Disposal collapsed rotten gate/post Adventure Playground	1044.00
7.2.8.	Libraries Unlimited	25/01 Printing	2.10
7.2.9.	Dart Electrics	Christmas Tree Lighting 7740	354.00