

Minutes of the Council Meeting held 04/04/24, 20:00 at Witheridge Parish Hall

PRESENT:

Cllr Harvey	Chairman		Cllr Fox	Cllr Richardson
Cllr Northam	Vice Chairman	Cllr Cunningham		Cllr Smith

In Attendance:

District Cllr P Jones	2 Members of the public P G Dunn – clerk
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“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).

Thanks were expressed to Cllr Northam and the wider parish council for all the work undertaken in the village.

New representations concerning Parish Council matters:-

- Conflicting signage reference age restrictions at parish hall playground. **Clerk to action.**

2. To Approve Apologies for Absence.

RESOLVED: Apologies approved from Cllrs Bibby, Dorow and Goodwin.

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/>.

Cllr Smith reported:-

- A review of Youth Work relationship being undertaken.

Reported police work in school was appreciated by children.

3.2. District and County.

See APM minutes.

3.3. Parish Groups with Council Representatives.

Cllr Smith reported the Parish Hall Committee were exploring further the provision of an EV Charging Point at the Parish Hall.

4. Minutes.

4.1. 07/03/24. To sign if approved, minutes of the Council.

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

5. To consider Code of Conduct Matters:-

5.1. Written councillor dispensation requests arising.

None.

5.2. Declarations of Interests.

Agenda	Councillor	Reason	Dispensation
	None		

6. To consider the following Planning & Licensing Matters.

6.1. Planning list.

See report appended.

6.2. Planning applications received following agenda publication.

None.

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6.3. Enforcement Issues Arising.

East Betham update requested. **Clerk to action.**

7. To consider the following Finance & Policy matters:-**7.1. Finance update circulated to councillors' for review.**

Cllrs Richardson and Smith had not been able to undertake the trial payments but would endeavour to do so. **Clerk to re-agenda.**

RESOLVED: The Chairman proposed, Cllr Smith seconded and all were in favour to note 31/03/24 Report and Bank Reconciliation including online banking payments raised reviewed with no issues

7.2. Sanction payment schedule appended & instruct signatories.

RESOLVED: Cllr Northam proposed, Cllr Richardson seconded and all were in favour settlement accounts 7.2.1 through 7.2.14, **clerk to setup online payments, Chairman to authorise.**

7.3. Audit Year Ending 31/03/24.**7.3.1. PKF Littlejohn - External Audit Notification.**

Noted, due 01/07/24.

7.3.2. Local Council Admin Services - Internal Audit Notification.

Noted, due 10/05/2.

7.4. AJG - Insurance claim closed.

Noted.

7.5. Allison Homes Development (Juniper Way) Section 106 Funding Projects (Dist. Cllr Jones).

Cllr Jones expressed his desire to establish the fairest process for applications for funding from the S106 funds. The matter was discussed at length, Cllr Jones would review discussion and report back. **Clerk to re-agenda.**

7.6. Parish Councillor Training Courses <https://devonalc.org.uk/events/> .

Noted.

8. To consider the following Property/Environment matters:-**8.1. Highways, Drainage & Public Rights of Ways Issues.**

(To include Temporary Footpath Closure Notice FP 1 & 4 & Path Survey Update)).

<https://devon.roadworks.org/> | <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

Correspondence dated 11/03/24 was noted.

The clerk reported not all P3 Path Surveys had been returned and the deadline for associated grant applications had now passed. Identified issues to be raised on DCC online reporting website. **Clerk to action.**

8.2. Willow Rise Northern Public Open Space Transfer Update.

The Chairman reported Allison Homes had deferred the transfer in order to utilise the land to support the works to widen the public footpath turning left out of Willow Rise.

8.3. Playgrounds.**8.3.1. Skateramp Repairs Update (Cllr Dorow).**

Clerk to re-agenda.

8.3.2. BMX Track Restorations Update (Cllr Cunningham).

Cllr Cunningham reported Allison Homes were open to the possibility of undertaking some works to restore the track. **Clerk to re-agenda.**

8.3.3. Parish Hall Playground Lease.

The Parish Hall Committee were seeking guidance from the Charity Commission on the matter.

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Cllr Northam reported the stone spread across the safer surfacing had been cleared up by Cllrs Cunningham, Richardson and herself and stated it was the result of vandalism to the path.

Cllr Northam proposed, Cllr Cunningham seconded and all were in favour seeking a quote to replace the two open basket type waste bins with a Topsy bin. **Clerk to action.**

8.4. Public Defibrillator Provision Update (Cllr Fox).

None. **Clerk to re-agenda.**

8.5. Electrical Works Certificate – Parish Church Tower.

Noted.

9. Correspondence / Consultations Received for consideration:-**9.1. DCC - Surface dressing programme.**

Correspondence dated 18/03/24 noted.

10. Dates of Next meetings recommended:-**10.1. Annual Parish Council - 02/05/24 – agenda deadline noon 19/04/24.**

Noted.

10.2. Agenda Items for consideration by the next meeting.

None.

Meeting closed 21:30.

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Planning

Application No.	Description
78410	Removal of existing conservatory and replacing with extension to the dwelling at 26 Greenslade Road Witheridge Tiverton Devon EX16 8AX Grid Ref: 280465; 114105 RECOMMENDED: No objections.
APP/X1118/W/23/3324956	Planning Inspectorate APP/X1118/W/23/3324956: Cross Park, North Street, EX16 8AG - Appeal Dismissed RESOLVED: Noted.

Payments

Item	Ref	Payee	Purpose	£
7.2.1.	OB	Cowell Plumbing & Heating Ltd	Public Toilet Blockage	100.00
7.2.2.	DD	UK Debt Management Office	½ Yr Loan Repayment – Public Toilet Refurbishment	1173.51
7.2.3.	OB	Cumbria Clock Co. Ltd	Church Clock Chimes Silencer 18471	2664.00
7.2.4.	OB	Dart Electrics Ltd	Installation electrical point for chime silencer	95.53
7.2.5.	OB	S Sandland	Toilet Management & Cleaning Contract	220.00
** Staff Salaries & Expenses **				
7.2.6.		Redacted under GDPR	Total:-	1000.35
7.2.7.				
7.2.8.				
7.2.9.				
To Ratify:-				
7.2.10.	CC	Libraries Unlimited	27/02 Printing	1.90
7.2.11.	DD	EDF Energy	Toilet Block electricity charges 25/11-14/03	465.17
7.2.12.	OB	MDDC	23/02 Car Park Library Printing	1.50
7.2.13.	OB	Witheridge Parish Hall Committee	Bookings 137	90.00
Invoices Received after Agenda compilation - To Be Ratified				
7.2.14.	CC	Libraries Unlimited	28/03 Printing	2.70