

## WITHERIDGE PARISH COUNCIL

## NOTICE OF MEETING



A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 6<sup>th</sup> June 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.

29/05/24

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

**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.**
  - 3.4. **Allison Homes (Report & Cllrs' Questions).**
4. **Minutes.**
  - 4.1. **02/05/24.** To sign if approved, minutes of the Council.
5. **To consider Code of Conduct Matters & Co-Option:-**
  - 5.1. **Written councillor dispensation requests arising.**
  - 5.2. **Declarations of Interests.**  
(Code of Conduct available on website under Finance & Policy\*).
  - 5.3. **To consider any application(s) Co-Option to fill councillor vacancy.**
6. **To consider the following Planning & Licensing Matters.**
  - 6.1. **Planning applications received following agenda publication.**
  - 6.2. **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. **Grants.**
    - 7.3.1. **Policy Review.**
    - 7.3.2. **Applications received in current year.**

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- 7.4. Internal Audit Report Year Ending 31/03/24.
- 7.5. Insurance – Volunteers cover.
- 7.6. Allison Homes Development (Juniper Way) Section 106 Funding Council Projects (Chairman).
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/>  
 To include verge overgrown trees at entrance to Lakelands (Chairman).
- 8.2. Public Toilet Block.
- 8.2.1. Roof Refurbishment Update (Cllr Bibby).
- 8.3. Playgrounds.
- 8.3.1. Adventure Playground Footpath & Roundabout Issues Update (Clerk).
- 8.3.2. Skateramp Repairs Update (Cllr Dorow).
- 8.3.3. BMX Track Restorations Update (Cllr Cunningham).
- 8.3.4. Parish Hall Playground Lease (Cllr Dorow).
- 8.3.5. Adventure Playground Replacement Bin (Dist. Cllr Jones).
- 8.3.6. Charity Commission Annual Return 2023.
- 8.4. Public Defibrillator Provision Update (Cllr Fox).
- 8.5. MDDC Waste Transfer Notice.
- 8.6. Concessionary Green Waste Bin Application (Cllr Northam).
- 8.7. Replacement Union Flag (Chairman).
9. Correspondence / Consultations Received for consideration:-
- 9.1. NDC - S106 Public Open Space Funding and Playing Pitch Strategy Review.
- 9.2. NDC - Parish Forum 18-06-24.
- 9.3. NDC - Trade Waste T&C changes.
- 9.4. Resident - overgrown DCC pavement planter outside Vicarage entrance.
- 9.5. Resident – public rights of way hedge cutting.
- 9.6. Parliament UK - Safety of Lithium ion Batteries and e-bikes and scooters.
- 9.7. Resident – Adventure Playground & Minutes Matters.
10. Dates of Next meetings recommended:-
- 10.1. Parish Council - 04/07/24 – agenda deadline noon 21/06/24 venue tbd.
- 10.2. Agenda Items for consideration by the next meeting.

**Payment Schedule**

Item	Payee	Purpose	£
7.2.1.	Hoopers Services	Grounds Maintenance *206	600.00
7.2.2.	Source for Business	Water & Sewerage Charges 06/02-17/05	118.75
7.2.3.	S Sandland	Toilet Management & Cleaning Contract	220.00
7.2.4.		Bus Shelters 19/05 – Lakelands/Adv Playground	120.00
7.2.5.	LCAS – A Marshall	Internal Audit 31/03/24	250.00
7.2.6.	Staff Salaries & Expenses		TBC
	<b>To Ratify:-</b>		
7.2.7.	Libraries Unlimited	25/04 Printing	2.50

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