

## WITHERIDGE PARISH COUNCIL

## NOTICE OF MEETING



A **Meeting** of the **Council** will be held at Witheridge Rest A while Day Centre on **Thursday 4th July 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.

**26/06/24**

* 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.**
  - 2.1. **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– submitted reports will be appended to meeting minutes):-**
  - 2.2. **Police update - <https://www.police.uk/your-area/devon-and-cornwall-police/south-molton/>.**
  - 2.3. **District and County.**
  - 2.4. **Parish Groups with Council Representatives.**
3. **Minutes.**
  - 3.1. **06/06/24.** To sign if approved, minutes of the Council.
4. **To consider Code of Conduct Matters:-**
  - 4.1. **Written councillor dispensation requests arising.**
  - 4.2. **Declarations of Interests.**  
(Code of Conduct available on website under Finance & Policy\*).
  - 4.3. **Application(s) for co-option.**
5. **To consider the following Planning & Licensing Matters.**
  - 5.1. **Planning applications received following agenda publication.**
  - 5.2. **Enforcement Issues Arising.**
6. **To consider the following Finance & Policy matters:-**
  - 6.1. **Finance update circulated to councillors' for review.**
  - 6.2. **Sanction payment schedule appended & instruct signatories.**
  - 6.3. **Parish Hall 2024 Disputed Grounds Maintenance Charges.**
  - 6.4. **Section 106 (Juniper Way) Funding - Parish Council Projects (Chairman).**

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7. To consider the following Property/Environment matters:-
- 7.1. Highways, Drainage & Public Rights of Ways Issues.  
<https://devon.roadworks.org/> | <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>
- 7.2. Grounds Maintenance Contractor - Issues Response.
- 7.3. Toilet Block.
- 7.3.1. Determine rent increase and delegate Office Lease Renewal to Clerk in liaison with Chair and Vice-Chair.
- 7.3.2. Completed Electrical Survey.
- 7.4. Playgrounds.
- 7.4.1. Adventure Playground - Footpath & Roundabout Issues Update (Clerk).
- 7.4.2. Adventure Playground - Gaffiti.
- 7.4.3. Adventure Playground - Skateramp Repairs Update (Cllr Dorow).
- 7.4.4. Adventure Playground - BMX Track Restorations Update (Cllr Cunningham).
- 7.4.5. Adventure Playground - Signage.
- 7.4.6. Parish Hall Playground - Lease (Cllr Dorow).
- 7.5. Defibrillator Provision.
- 7.5.1. Surgery.
- 7.5.2. Fire Station – Review DFSRS Memorandum of Understanding (T&Cs).
- 7.6. Parish Clock – Abatement Notice Update.
8. Dates of Next meetings recommended:-
- 8.1. Parish Council - 05/09/24 – agenda deadline noon 23/08/24.
- 8.2. Agenda Items for consideration by the next meeting.

### Payment Schedule

Item	Payee	Purpose	£
7.2.1.	Hooper Services (SW) Ltd	Grounds Maintenance 219	1266.00
7.2.2.	Hooper Services (SW) Ltd	Grounds Maintenance 206	600.00
7.2.3.	Dart Electrics Ltd	Toilet Block Electrical Survey 7848	494.74
7.2.4.	Rest A While Day Centre	Meeting Bookings & Table Damage	100.00
7.2.5.	Wetheridge Voice	2024/25 Qtly Page Article *431	119.00
7.2.6.	S Sandland	Toilet Management & Cleaning Contract	220.00
7.2.7.	Staff Salaries & Expenses		TBC
<b>To Ratify:-</b>			
7.2.8.	North Devon District Council	Non Domestic Rates Public Toilet Storeroom	279.44