

WITHERIDGE PARISH COUNCIL

NOTICE OF MEETING



A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 6th February 2025 19:00**. 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.

29/01025

* 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, 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. 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):-
 - 1.1. County and District.
 - 1.2. Police Advocate update.
<https://devonandcornwall-pcc.gov.uk/councillor-advocate-scheme>
<https://www.police.uk/your-area/devon-and-cornwall-police/south-molton/>
 - 1.3. Parish Groups with Council Representatives.
2. 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).

Council Session – No public participation

3. To Approve Apologies for Absence.
4. Minutes.
 - 4.1. 02/01/25. 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*).
 - 5.3. Application(s) for co-option.
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.

WITHERIDGE PARISH COUNCIL



NOTICE OF MEETING

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. Finance & General Purposes Committee – Ratify Recommendations (see FGP draft minutes online).
 - 7.4. Bank mandate amendment – two authorised signatories to approve electronic payments.
 - 7.5. Parish Council Section 106 Working Group Update – to include draft landowners' letter approval (Chairman).
 - 7.6. NDC - Parish Boundary Review.
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/>
 - 8.2. Public Toilet Block – Roof replacement quotes.
 - 8.3. Playgrounds.
 - 8.3.1. Inspection Reports.
 - 8.3.2. Adventure Playground Footpath update.
 - 8.3.3. Skateramps repair quote (Cllr Dorow).
 - 8.3.4. Adventure Playground – BMX Track Restorations Update (Cllr Cunningham).
 - 8.3.5. Parish Hall Playground – Lease progress update.
 - 8.4. Defibrillator Provision - NDC Defib Funding Offer – Contract for signing.
9. Correspondence / Consultations Received for consideration:-
 - 9.1. SWR British Cycling - planned race.
10. Dates of Next meetings recommended:-
 - 10.1. Parish Council - 06/03/25 – agenda deadline noon 21/01/25.
 - 10.2. Agenda Items for consideration by the next meeting.

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

Application No.	Description
79764	Prior approval for change of use of agricultural building to x2 dwellings (class Q a & c) at Barn at West Hilltown Rackenford Tiverton Devon EX16 8DX Grid Ref: 285208; 116540

Payment Schedule

Item	Payee	Purpose	£
7.2.1.	EDF Energy	Electricity Supply Charges *007	129.42
7.2.2.	Information Commissioner	Data protection fee renewal *25a	40.00
7.2.3.	North Devon District Council	Dog Waste Bin Service *626	262.08
7.2.4.	Dart Electrics Ltd	Xmas Tree lights installation *109	354.00
7.2.5.	Dart Electrics Ltd	Xmas Tree lights testing/replacement bulbs	243.05
7.2.6.	S Sandland	Toilet Management & Cleaning Contract	220.00
7.2.7.	Staff Salaries & Expenses		TBC
	To Ratify:-		
7.2.8.	Hooper Services (SW) Ltd	Grounds Maintenance *311	108.00