

**Minutes of the Council Meeting held 06/03/25, 19:00 at Witheridge Parish Hall**

**PRESENT:**

Cllr Harvey	Chairman	Cllr Bibby	Cllr Fox	Cllr Richardson
Cllr Northam	Vice Chairman	Cllr Cunningham	Cllr Goodwin	Cllr Smith
		Cllr Dorow		

**In Attendance:**

County Cllr J Yabsley – part meeting	1 Members of the public
District Cllr P Jones	Parish Clerk
Cllr Andy Bell – Chairman East Worlington Parish Council	

“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. 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. East Worlington Parish Council Chairman (Cllr Andy Bell).**

**1.2. County and District.**

**1.3. Police Advocate update.**

<https://devonandcornwall-pcc.gov.uk/councillor-advocate-scheme>

<https://www.police.uk/pu/your-area/devon-and-cornwall-police/south-molton/>

**1.4. 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).

See reports appended.

Cllr Yabsley left 20:00.

**Council Session – No public participation**

**3. To Approve Apologies for Absence.**

None.

**4. Minutes.**

**4.1. 02/01/25.** To sign if approved, minutes of the Council.

**RESOLVED:** Cllr Goodwin proposed, Cllr Northam 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.**

(Code of Conduct available on website under Finance & Policy\*).

Agenda	Councillor	Reason	Dispensation
7.2.6	Cllr Harvey	Recipient of reimbursement for council postage	n/a

**5.3. To consider any application(s) Co-Option to fill councillor vacancy.**

None.

**6. To consider the following Planning & Licensing Matters.**

**6.1. Planning list.**

See report appended.

## Minutes of the Council Meeting held 06/03/25, 19:00 at Witheridge Parish Hall

**6.2. Planning applications received following agenda publication.**

None.

**6.3. Enforcement Issues Arising.**

None.

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

**RESOLVED:** Cllr Dorow proposed, Cllr Richardson seconded and all were in favour to note 28/02/25 Report and Bank Reconciliation including online banking payments raised reviewed with no issues.

**7.2. Sanction payment schedule appended & instruct signatories.**

**RESOLVED:** Cllr Dorow proposed, Cllr Cunningham seconded and all were in favour settlement accounts 7.2.1 through 7.2.16, **clerk to setup online payments, Cllr Smith to authorise.**

**7.3. Local Governance Review (Parish, Unitary & Devolution).**

Councillors discussed the reviews at length.

**RESOLVED:** Cllr Dorow proposed, Cllr Goodwin seconded and all were in favour the Parish Review be considered again at the next council meeting to give councillors further time to consider. **Clerk to action.**

**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/>

DCC correspondence dated 19/02/25 concerning Newbridge noted.

Cycling group correspondence dated 13/02/25 noted and directed to the relevant authority DCC Highways.

**8.2. Public Toilet Building.****8.2.1. Tenant proposed Airband Installation.**

Communications between the Chairman, Vice Chairman and clerk with tenant culminating in correspondence sent 12/02/25 was reviewed. It was noted the premature installation had been removed. Further NDC Pre-Application Advice dated 04/03/25 was reviewed.

**RESOLVED:** Cllr Goodwin proposed, Cllr Northam seconded with five in favour zero against the Airband proposal request be declined given:-

Councillors suggested consideration be given to using a 4/5g hub for broadband access as used to provide broadband access at the parish hall.

Issues impacting the parish council's decision included:-

- Requirement/Cost to amend the existing lease given the current lease does not allow for the tenant to erect structures on the exterior of the building.
- Visual impact on neighbourhood in a Conservation Area and neighbourhood consultation.
- Impact of installation on building works to remove existing roof and re-install new.
- Pre-application notice salient points:-
  - "No details of the location or scale" of the installation were provided.
  - "...in my opinion the proposal would constitute Permitted Development.... As such a formal planning application would not be required providing that the parameters below are complied with".
  - "C2 (a) ...sited so as to minimise its effect on the external appearance of the building or structure on which it is installed..."
  - "If the proposed development does not meet the Permitted Development criteria detailed... a formal Planning Application would be required.

## Minutes of the Council Meeting held 06/03/25, 19:00 at Witheridge Parish Hall

- "Officer Discussion – "Given the nature of the development is unlikely there would be a principle objection to the proposal and support would likely be determined by the location and scale of the proposed development".

**Clerk to action.****8.2.2. Toilet Magloc Repairs (Cllr Northam).**

Cllr Northam reported issues arising with the automatic locking mechanism and agreed to contact the electricians to confirm the current status. **Cllr Northam to action.**

**8.3. Playgrounds.****8.3.1. Parish Hall Playground Lease Update.**

The clerk reported receiving a voicemail from the council's solicitors and was due to return their call. **Clerk to action.**

**8.3.2. Parish Hall Playground Railings.**

It was decided given the in principal agreement to proceed with a lease of the playground land with the Parish Hall Committee the works to install new railings should now proceed. **Clerk to action.**

**8.3.3. Adventure Playground Footpath Resurfacing.**

Satisfactory completion of the works was noted.

**8.3.4. Adventure Playground Skateramps repair.**

The clerk reported an order for the works had been placed it was hoped the contractor would be able to undertake the works in the next three weeks.

**8.3.5. Parish Council Section 106 Working Group Update (Chairman).**

The Chairman reported letters had been sent to 12 local landowners seeking interest in selling land for recreation to the council.

**8.4. Grounds Maintenance Quotes.**

**RESOLVED:** Cllr Dorow proposed, Cllr Richardson seconded and all were in favour accepting Hooper Services Ltd quotation. **Clerk to action.**

**8.5. Noticeboard maintenance estimate.**

Cllr Northam presented an estimate dated 23/01/25 for review.

**RESOLVED:** Cllr Smith proposed, Cllr Richardson seconded and all were in favour acceptance terms and to include noticeboards in the Square and at Drayford. **Cllr Northam to action.**

**8.6. Commission Drayford Green Tree Survey 2025 (Previous Report Page 11 highlight red).**

**RESOLVED:** Cllr Fox proposed, Cllr Richardson seconded and all were in favour commissioning the recommended survey. **Clerk to action.**

**8.7. Parish Hall – Removal of redundant trade waste bin and dustcart (Cllr Northam).**

Cllr Northam reported both had been removed with the help of the Chairman and Cllr Richardson,

**9. Correspondence / Consultations Received for consideration:-****9.1. Resident proposal for a memorial to the late Chris Kershaw.**

Correspondence dated 02/02/25, 03/02/25 and 04/02/25 were considered. It was noted the Parish Hall Committee were going to proceed with a memorial bench and tree in the hall grounds.

**9.2. Parish Hall – Constitution and grounds Dog Waste Bin Provision.**

Correspondence noted between the Parish Hall Chairman and the clerk concluding in the clerk's response of 13/02/25 reiterating the council's resolution 241003/9.1 pertaining to the Constitution, and the gift of the parish hall's dog waste bin for the hall's premises at the request of the hall bookings secretary in the past.

**9.3. CAB – Donation thanks.**

Correspondence dated 18/02/25 noted.

**Minutes of the Council Meeting held 06/03/25, 19:00 at Witheridge Parish Hall**

**9.4. NDC - Housing Strategy consultation.**

Correspondence dated 11/02/25 noted.

**9.5. MDDC – Call for Sites for development consideration.**

Correspondence dated 06/02/25 noted.

**10. Dates of Next meetings recommended:-**

**10.1. Annual Parish Meeting - 03/04/25 19:00.**

Noted.

**10.2. Parish Council - 03/04/25 19:30 – agenda deadline noon 21/03/25.**

Noted.

**10.3. Agenda Items for consideration by the next meeting.**

Willow Rise Northern Public Open Space. **Clerk to agenda.**

Meeting closed 21:40.

**Planning**

<b>Application No.</b>	<b>Description</b>
<b>79787</b>	Construction of single-storey rear extension at Yeomans Cott Drayford EX17 4SL Grid Ref: 278083; 113821 <b>Recommendation:</b> No objection.
<b>79843</b>	Construction of single-storey rear extension at Yeomans Cott Drayford EX17 4SL Grid Ref: 278083; 113821 <b>Recommendation:</b> No objection.
<b>79814</b>	Variation of condition 8 (materials) attached to planning permission 78870 (technical details consent for the proposed erection of a dwelling) to allow for the re-wording of the condition from stonework to brickwork at Cross Park North Street Witheridge Tiverton Devon EX16 8AG Grid Ref: 280843; 114521 <b>Recommendation:</b> No comment.

**WITHERIDGE PARISH COUNCIL**

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**Minutes of the Council Meeting held 06/03/25, 19:00 at Witheridge Parish Hall****Payments**

Item	Ref	Payee	Purpose	£
7.2.1.	OB	Hooper Services Ltd	Lakelands new bench purchase – 339	<b>842.40</b>
7.2.2.	OB	M R YEO & SON LTD	Adventure Playground Path - Excavation & Relay to Tarmac – 2794	<b>5820.00</b>
7.2.3.	OB	Witheridge Parish Hall	Bookings Jan-Mar 25 – 177	<b>90.00</b>
7.2.4.	OB	The Community Heartbeat Trust (Solutions) Ltd	Replacement Defib Pads – 25173	<b>0.00</b>
7.2.5.	OB	S Sandland	Toilet Management & Cleaning Contract	<b>220.00</b>
7.2.6.	OB	J Harvey	S106 Landowners' Letters - Postage	<b>13.60</b>
<b>** Staff Salaries &amp; Expenses – Feb **</b>				
7.2.7.		Redacted under GDPR	Total:-	<b>1043.5</b>
7.2.8.				
7.2.9.				
7.2.10.				
<b>To Ratify:-</b>				
7.2.11.	OB	Source for Business	Water & Sewerage Charges	<b>109.01</b>
7.2.12.	DD	EDF Energy	Electricity Charges *008	<b>127.29</b>
7.2.13.	OB	Wicksteed Leisure	Oct 24 Playgrounds Inspection *575	<b>338.58</b>
<b>Invoices Received after Agenda compilation - To Be Ratified</b>				
7.2.14.	OB	Witheridge Parish Council	Deposit to Current Account Transfer	<b>5000.00</b>
7.2.15.	DD	EDF Energy	Toilet Block Electricity Charges - *009	<b>129.01</b>
7.2.16.	DD	Public Works Loan Board	Toilet Block Refurbishment Loan repayment - PW506606	<b>1173.51</b>
		Totals	SO	<b>822.04</b>
			DD	<b>1302.52</b>
			OB	<b>7202.79</b>
			CC	<b>4.67</b>
			<b>Total:-</b>	<b>9332.02</b>

SO – Standing Order | DD – Direct Debit | OB – Online Banking\* | CC – Charge Card

Signed:

Chairman.

**Minutes of the Council Meeting held 06/03/25, 19:00 at Witheridge Parish Hall****Agenda Item 3 – Reports****East Worlington Parish Council (EWPC) Chairman.**

Cllr Bell outlined the current issues with sustaining EWPC and discussions with a view to merger with a neighbouring parish council confirmed at possibility following discussions with North Devon District Council (NDC). Councillors discuss current EWPC responsibilities and how a merger might be handled. EWPC has an estimated population of 200 and 97 dwellings.

**District & County Cllrs.****County Cllr Yabsley:-**

- Tarmac laying at the Lakelands bus shelter in preparation for works to erect panels to enclose shelter.
- Cleaning Highways drainage once per annum outside 30mph, once per three years inside 30mph.
- Works to complete the widening of the pavement to the village from Willow Rise was on the list awaiting programming/funding.
- Still endeavouring to resolve parking in school bus parking layby.

**District Cllr Jones:-**

- Request for a village litter pick
- Approached about additional planting around village.
- Recycling complaints reduced.
- North Devon Police Inspector presentation on restructuring. Essential ALL crime/anti-social behaviour reported to Police. Police resources are apportioned based on level of crime reported. For non-emergencies call 101.
- NDC dog fouling investigation resulting in a warning being given.
- Most of parish housing need fulfilled in the first phase of properties released at new development. People must ensure their Devon Home Choices are up to date. Requested the parish council write to neighbouring parishes to alert them to availability in the cascade process.
- All principal authorities debating unitary options for submission to the government consultation.
- Willow Rise house numbering on street nameplates to be discussed with NDC Officers.

**Police – Report provided by Cllr Smith**

- Continued efforts to reopen Police Station Enquiry Desks.
- Increased number of officers helping with tackling drug problems.
- Ongoing efforts to drive down anti-social behaviour.
- New generation of roadside cameras catching more driving offences.
- Local personal efforts to engage with youth.