

WITHERIDGE PARISH COUNCIL

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Minutes of the Council Meeting held 03/07/25, 19:00 at Witheridge Parish Hall

PRESENT:

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

In Attendance:

District Cllr P Jones

3 Members of the public
Parish Clerk

"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. County and District.

1.2. Police Advocate update.

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

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

1.3. 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).

- Viability of transfer of redundant land adjacent to Adventure Playground to the Parish Council.
- Query whether parish hall S106 funding going ahead.
- MDDC Trade Waste bin reinstated.

Council Session – No public participation

3. To Approve Apologies for Absence.

Apologies noted from District Cllr Jones and County Cllr Hopley.

4. Minutes.

4.1. 05/06/25. To sign if approved, minutes of the Council.

RESOLVED: Cllr Fox proposed, Cllr Smith seconded and all were in favour approval subject to noting Cllrs Cunningham and Dorow were not present at the meeting.

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
7.2.13	Cllr Bibby	Recipient	n/a

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

None.

Initialled:

Chairman.

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See report appended.

6.2. Planning applications received following agenda publication.

None.

6.3. Enforcement Issues Arising.

Discussed during Cllr Jones' report but minuted here.

RESOLVED: Cllr Dorow proposed, Cllr Richardson seconded and all were in favour requesting NDC to enforce grounds maintenance on Amenity Land at Cannington Road to the rear of Drayford Lane residences. **Clerk to action.**

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

RESOLVED: Cllr Goodwin proposed, Cllr Cunningham seconded and all were in favour to note 01/07/25 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 Cunningham seconded and all were in favour settlement accounts 7.2.1 through 7.2.13, **clerk to setup online payments, Chairman and Cllr Goodwin to authorise.**

Issues raised with item 7.2.14. **Clerk to contact contractor.**

7.3. Consider FGP Committee Budget Review Recommendations.

RESOLVED: Cllr Dorow proposed, Cllr Cunningham seconded and all were in favour ratification. **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/>

Cllr Northam reported:-

- Block drains reported to be cleared during annual visit.
- Bollard hit in Square not considered requiring repair currently but will monitor. (Previous bollard strike repaired).

The Chairman reported ongoing issues with road subsidence in vicinity of Down Hill.

8.2. Public Toilet Building.**8.2.1. Tenant Lease Renewal Update & Delegation.**

RESOLVED: Cllr Goodwin proposed, Cllr Northam seconded and all were in favour delegation to the clerk in liaison with Chairman and Vice-Chairman subject to legal advice sought. **Clerk to action.**

8.3. Playgrounds.**8.3.1. Parish Hall Playground – Ben Nock Fencing railings update.**

Correspondence dated 23/06/25 noted. **Chairman and Cllr Bibby to meet on site with contractors.**

8.3.2. BMX Track Restorations Update.

NDC Correspondence dated 17/06/25 advised planning permission would be required for the proposed works. Cllr Bibby reported it may be possible to have a tarmac finish given S106 funds likely to be released due to viability of MUGA coming into question.

Cllr Jones arrived.

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RESOLVED: Cllr Goodwin proposed, Cllr Goodwin seconded and all were in favour submission of a planning application for reinstatement with a stone based material with an option for tarmac. **Clerk to action.**

8.3.3. Skatepark Tender Update.

Cllr Cunningham reported the tender would shortly be ready to publish on the Government Tender website. **Cllr Cunningham to complete the Tender, Clerk to publish Tender.**

8.3.4. Skateramp Repairs Update.

Clerk reported two dates for removal of ramps for repair had now passed with no action. **Cllr Dorow to follow up contractor.**

8.3.5. Parish Hall Playground Lease.

The Chairman reported the Parish Hall Chairman had received confirmation from their solicitors confirming the additional liaison with the Charity Commission concerning their Charitable Scheme would add an extra hour to the estimate which would be within the budget committed to the parish hall's legal fees. This being the case deposit of funds with the council's solicitors for the work would proceed as previously agreed.

8.3.6. Willow Rise Northern Open Space transfer Update.

The Chairman re-iterated correspondence dated 21/05/25 confirmed an agreement of £1600 + vat and disbursements of £100 had been agreed to be paid by the developer for the transfer per S106 agreement requirements.

Issues were raised concerning the finishing of the NPos. **Cllr Jones to raise with developer.**

8.3.7. Trade Waste Provision.

MDDC correspondence dated 28/06/25 upheld the parish council's complaint (FS-Case-724629490 - Stage 1 Complaint) and confirmed the removed Trade Waste bin would be replaced and service re-instated.

8.4. Parish Clock Repair Quote.

RESOLVED: Cllr Goodwin proposed, Cllr Dorow seconded acceptance quotation 2 in correspondence dated 29/05/25 for the replacement of the failed Quarter and Strike (obsolete) Automatic Winding Units. The motion was carried by majority vote 8 in for, 0 against and 1 abstention. **Clerk to action.**

District Cllr Report taken at this point.

8.5. Parish Council Section 106 Working Group Update.

Nothing further.

8.6. Youth Provision – Cllr Smith.

Cllr Smith reported youth concerns parish hall youth shelter does not keep wind driven rain out and lighting not working. **Cllr Bibby to request Dart Electrics to look at the solar lighting.** Cllr Smith queried whether anti-climb paint might deter youths climbing on the roof of the youth shelter.

Clerk to re-agenda.

Invitation to be extended to youth to attend the council's Public Session. **Cllr Smith to action.**

Cllr Goodwin gave apologies and left at 20:45.

9. Correspondence / Consultations Received for consideration:-

9.1. NDC - Consultation on the Draft Air Quality Strategy.

Noted.

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Noted.

10.2. Agenda Items for consideration by the next meeting.

Adventure Playground service gate damage.

Transfer of NDC land adjacent to Adventure Playground (redundant allotment land).

Meeting closed 21:00.

Planning

Application No.	Description
80408	Prior approval for the erection of an agricultural storage building at Doorpark Farm Witheridge Tiverton Devon EX16 8PZ Grid Ref: 279033; 115838

Payments

Item	Ref	Payee	Purpose	£
7.2.1.	OB	Bertram Law	Parish Hall Playground Lease Legal Fees	3475.20
7.2.2.	OB	S Sandland	Toilet Management & Cleaning Contract	220.00
7.2.3.	OB	Dart Electrics Ltd	Replacement light fitting storeroom	54.51
** Staff Salaries & Expenses – June **				
7.2.4.		Redacted under GDPR	Total:-	1519.95
7.2.5.				
7.2.6.				
7.2.7.				
To Ratify:-				
7.2.8.	DD	EDF Energy	Public Toilet Electricity Charges *012	97.20
7.2.9.	CC	McAfee	Computer Security *579	74.99
7.2.10.	OB	J Harvey	Recognition of Service Gift	50.00

Invoices Received after Agenda compilation - To Be Ratified

7.2.11.	DD	EDF Energy	Public Toilet Electricity Charges *013	107.18
7.2.12.	CC	Easily Ltd	Domain name renewal *455	14.51
7.2.13.	OB	J Bibby Ltd	Toilet Block Roof Deposit	9320.76
7.2.14.	OB	Hooper Services Ltd	Grounds Maintenance *409	3051.00

Signed:

Chairman.

Date:

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- Continuation of work supporting applications for affordable housing. Local need for 1 bed properties exceeded supply.
- Update on Unitary progression.
- Bus issues arising again, residents requested to update issues encountered on Witheridge FB.
- Juniper Way Section 106 Open Space funding for the parish hall project would be going ahead subject to Committee/Council approval at NDC.

County Cllr Hopley (emailed report read by Chairman):-

- Requested a speed limit of 20 mph to be enforced through the narrow part of Fore Street.
- Shields to be placed on the Zebra Crossing to stop light pollution.
- Pathway surface between numbers 3 and 5 in West Street has been noted and Highways to rectify. (Time scale unknown) I have asked that it be treated as urgent due to potential trip hazard. Self-Funding projects will be agreed by Highways (Possible request for some of my locality budget to assist.)
- Reduce Speed/ Children Crossing Notice outside of Village Hall can be installed by Parish Council without further permission provided it conforms to regulations. Highways to send me application details.
- The railings in The Bow are to be reduced to just one section to allow access for Mobility Scooters.
- White lines in Willow Rise have been requested. Highways to look at the contract with developers to ascertain who is responsible for the installation.
- Reduce speed sign on the road into Witheridge before Willow Rise. Highways will install the pole. Witheridge Parish Council to fit Official Sign or Solar powered LED speed sign. Approx 6 weeks from application.

Police Advocate Report**Cllr Smith reported:-**

- No issue with placement of legal advisory speed limit signage on private property adjacent to Highway.

St Johns Fair

- Fair went quite well, popular during the day.
- 28/06/25:-

Child in the park on bike (condition of the bike: not well maintained, no brake cables). Child went down the stepped portion of the raised ground on bike, came off and handle of bike went into groin/hip breaking skin slightly. First aid administered by SJF personnel (x2) and parents informed via phone (parents offsite, it is understood there was no parental supervision). WPC and Parish Hall Committee notified.