

**Minutes of the Council Meeting held 05/03/26, 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
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“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.**

Cllr Bibby arrived following District report.

**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.**

None.

**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).

None.

**Council Session – No public participation**

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

Cllr Bibby arriving later.

**4. Minutes.**

**4.1. 05/02/26.** To sign if approved, minutes of the Council.

**RESOLVED:** Cllr Bibby proposed, Cllr Cunningham 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
6.1	Cllr Northam		

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

None.

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**6. To consider the following Planning & Licensing Matters.****6.1. Planning applications.**

See report appended.

**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 Fox proposed, Cllr Richardson seconded and all were in favour to note 04/03/26 Report and Bank Reconciliation including online banking payments raised reviewed with no issues.

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

**RESOLVED:** Cllr Smith proposed, Cllr Goodwin seconded and all were in favour settlement accounts 7.2.1 through 7.2.14, **clerk to setup online payments, Cllrs Goodwin and Smith to authorise.**

**7.3. HMRC VAT126 Reclaim.**

Reimbursement totalling £8985.70 noted.

**7.4. Acquisition of NDC land adjacent to Adventure Playground (redundant allotment land).**

See District Cllr report.

**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/>

Pot holes should be reported on DCC website or by telephone

<https://www.devon.gov.uk/roadsandtransport/report-a-problem/> | 0345 155 1004.

**8.2. Grounds Maintenance.****8.2.1. Works Undertaken (Cllr Northam).**

DCC correspondence dated 19/02/26 (W251899074) advising work to remove damaged railings in Apple Tree Close now scheduled.

**8.3. Public Toilet Building.****8.3.1. Tenant proposed change in services provided.**

No further update.

**8.4. Playgrounds.****8.4.1. Parish Hall Playground – Lease & Railings Update.**

The Chairman reported the draft lease would be prepared once the Land Registry recorded trustees had been updated.

No further railings update.

**8.4.2. BMX Track & Skatepark Project Update.**

Cllr Cunningham reported useful discussions with NDC Richard Slaney to include confirmation the parish council would have to comply with Tendering regulation requirements. **Cllr Jones agreed to discuss possible variation of S106 allocations with interested parties.**

**8.5. Medical Centre Defib Update.**

Insurers correspondence dated 26/02/26 advised they could not comment on specific risk scenarios.

**RESOLVED:**

- Risks identified should be included in the defib provision Risk Assessment together with mitigating action requirements (copy required by Amicas).

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- Chairman and Cllr Northam to seek a meeting with Amicas to discuss.

***Chairman, Cllr Northam and clerk to action.***

**8.6. Council Filing Cabinets Relocation.**

Correspondence dated 30/01/26 conveyed the parish hall committee's request to remove the council filing cabinets and projector screen from the committee room; alternative storage was available in the parish hall car park storage container.

**RESOLVED:** To store the cabinets in the council storeroom at the public toilet building and the projector screen in the shipping container. ***Cllrs to action.***

**9. Correspondence / Consultations Received for consideration:-**

**9.1. Mid devon Mobility – Donation Thanks.**

Noted.

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

**10.1. Annual Parish Meeting** - 02/04/26 19:00 – Speaker L&G Housing.

Noted

**10.2. Parish Council** - 02/04/26 19:30 – agenda deadline noon 20/03/26.

Noted

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

Christmas event.

Meeting closed 20:40

# WITHERIDGE PARISH COUNCIL

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### Planning

Application No.	Description
<a href="#"><u>25/01103/FULL</u></a>	<p>Change of use from agricultural building to B8 storage Land at NGR 280864 113908 (Cannington Farm) Witheridge Devon 281033 : 114008 Thelbridge 50</p> <p><b>RECOMMENDATION:</b> Object:-</p> <ul style="list-style-type: none"> <li>• The proposal will compromise the MDDC Local Plan Land Allocation for Recreation adjacent to the proposal.</li> <li>• NDC Local Plan has a land allocation for extension of the Market Fields Business Park for commercial use.</li> <li>• Proposal impact on neighbouring residential properties.</li> <li>• Hazard of commercial lorries traffic accessing the site from the B3137 on a long bend in the road with limited sight lines for traffic regularly travelling in excess of 50mph.</li> <li>• Environmental concerns impacting neighbouring residential properties specifically light and noise associated with operation.</li> <li>• Proposal outside the Witheridge development boundary in open countryside.</li> <li>• If minded to approve the Parish Council would suggest:-</li> <li>• Restrictions on the hours of business activity to Mon-Fri 08:00-18:00 given proximity to residential properties.</li> </ul> <p>Restrictions on the number of daily vehicular movements to and from the site to reduce the hazard presented by the access to the site from the B3137.</p>

### Payments

Item	Ref	Payee	Purpose	£
7.2.1.	OB	Dart Electrics Ltd	Christmas Tree Lighting *530	<b>354.00</b>
7.2.2.	OB	Witheridge Parish Hall Committee	Bookings Jan-Mar *041	<b>90.00</b>
7.2.3.	OB	S Sandland	Toilet Management & Cleaning Contract	<b>220.00</b>
<b>** Staff Salaries &amp; Expenses - Feb **</b>				
7.2.4.		Redacted under GDPR	Total:	<b>1360.98</b>
7.2.5.				
7.2.6.				
7.2.7.				
<b>To Ratify:-</b>				
7.2.8.	CC	Giffgaff	Council Mobile – Chairman - Feb	<b>6.00</b>
7.2.9.	OB	Source For Business	Water & Sewerage Charges	<b>143.82</b>
7.2.10.	DD	EDF Energy	Electricity Charges *019	<b>144.42</b>
7.2.11.	DD	EDF Energy	Electricity Charges *020	<b>173.56</b>
7.2.12.	OB	N Stevens	2025 Christmas Tree	<b>720.00</b>

### Invoices Received after Agenda compilation - To Be Ratified

7.2.13.	CC	Giffgaff	Council Mobile – Chairman - *342	<b>6.00</b>
7.2.14.	DD	EDF Energy	Electricity Charges *021	<b>138.61</b>

Signed:

Chairman. Dated:

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**Agenda Item 1 – Reports**

**District & County Cllrs.**

**District Councillor Update:-**

- Receiving reports concerning infrastructure at Willow Rise and Benson Grange however these should be directed to the developer who is responsible until adopted by the respective local authorities.
- Increase in dog fouling incidents should be reported to NDC.
- ASB incidents should be reported to the Police.
- Expression of Interest applications received by NDC for transfer of assets were being processed. The clerk reported L&G Director of Sales & Marketing would be addressing the Annual Parish Meeting.
- Lobbying to get the PRoW temporarily closed at the development re-opened.

**Advocate Report – available at [www.witheridgepc.org](http://www.witheridgepc.org) with minutes.**

Circulated to councillors prior to meeting and noted.