

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, 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. **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.**
3. **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):-**
 - 3.1. **Police update -** <https://www.police.uk/pu/your-area/devon-and-cornwall-police/south-molton/>.
 - 3.2. **District and County.**
 - 3.3. **Parish Groups with Council Representatives.**
4. **Minutes.**
 - 4.1. **06/06/24.** 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 applications received following agenda publication.**
 - 6.2. **Enforcement Issues Arising.**
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. **Parish Hall 2024 Disputed Grounds Maintenance Charges.**
 - 7.4. **Section 106 (Juniper Way) Funding - Parish Council Projects (Chairman).**

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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. Grounds Maintenance Contractor - Issues Response.

8.3. Toilet Block.

8.3.1. Determine rent increase and delegate Office Lease Renewal to Clerk in liaison with Chair and Vice-Chair.

8.3.2. Completed Electrical Survey.

8.4. Playgrounds.

8.4.1. Adventure Playground - Footpath & Roundabout Issues Update (Clerk).

8.4.2. Adventure Playground - Gaffiti.

8.4.3. Adventure Playground - Skateramp Repairs Update (Cllr Dorow).

8.4.4. Adventure Playground - BMX Track Restorations Update (Cllr Cunningham).

8.4.5. Adventure Playground - Signage.

8.4.6. Parish Hall Playground - Lease (Cllr Dorow).

8.5. Defibrillator Provision.

8.5.1. Surgery.

8.5.2. Fire Station – Review DFSRS Memorandum of Understanding (T&Cs).

8.6. Parish Clock – Abatement Notice Update.

9. Dates of Next meetings recommended:-

9.1. Parish Council - 05/09/24 – agenda deadline noon 23/08/24.

9.2. 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
	To Ratify:-		
7.2.8.	North Devon District Council	Non Domestic Rates Public Toilet Storeroom	279.44