

# WITHERIDGE PARISH COUNCIL

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## Minutes of the Council Meeting held 03/10/24, 19:00 at Witheridge Parish Hall

### PRESENT:

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

### In Attendance:

County Cllr J Yabsley – part meeting 2 Members of the public  
District Cllr P Jones P G Dunn – 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. 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).

#### New Parish Council Matters Raised:-

None

### 2. To Approve Apologies for Absence.

**RESOLVED:** Apologies approved from Cllrs Cunningham and Goodwin.

### 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. District and County.

Cllr Bibby arrived.

Cllr Yabsley left 19:30.

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

#### 3.3. Parish Groups with Council Representatives.

#### 3.4. Parish Council Section 106 Working Group (Chairman).

### 4. Minutes.

#### 4.1. 05/09/24. To sign if approved, minutes of the Council.

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

Agenda	Councillor	Reason	Dispensation
	None.		

#### 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 appended.

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

None.

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**6.3. Enforcement Issues Arising.**

NDC correspondence dated 03/10/24 concerning enforcement case reference 12609 re Land South of Butts Close was noted. **Cllr Jones to establish detail.**

Cllr Jones reported it was the intention that the developer would not be building any of the approved garages at Juniper Rise.

**7. To consider the following Finance & Policy matters:-**

**7.1. Finance update circulated to councillors' for review.**

**RESOLVED:** Cllr Richardson proposed, Cllr Fox seconded and all were in favour to note 24/09/24 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 Smith seconded and all were in favour settlement accounts 7.2.1 through 7.2.11, **clerk to setup online payments, Cllr Richardson to authorise.**

**7.3. Willow Rise – Northern Public Open Space Transfer.**

Allison Homes correspondence dated 10/09/24 was noted.

**7.4. Appointment replacement Parish Hall Committee Representative following Cllr Dorow's resignation from the Committee.**

**RESOLVED:** Cllr Richardson proposed, Cllr Bibby seconded and all were in favour appointment Cllr Harvey. **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/>

Issue with boardwalks on Two Moors Way raised. **Clerk to report.** [W241791091 & W241791095]

**8.2. Playgrounds.**

**8.2.1. Adventure Playground - Footpath Quotes.**

Four quotations were considered numbered 1-4, 1 being the lowest price, 4 the highest price. Members of the public left for this item.

**RESOLVED:** Cllr Dorow proposed, Cllr Bibby seconded and all were in favour acceptance quotation number 1. **Clerk to action.**

**8.2.2. Adventure Playground - Skateramp Repairs Update (Cllr Dorow).**

**RESOLVED:** Cllr Richardson proposed, Cllr Fox seconded and all were in favour a budget of £1000 to undertake repairs. Cllr Dorow to meet with contractor to discuss and obtain quote along with Public Liability Insurance, Method Statement and Risk Assessment.

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

Defer. **Clerk to re-agenda.**

**8.3. Defibrillator Provision (Cllr Fox).**

**8.3.1. Surgery.**

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

Memorandum reviewed.

**RESOLVED:** Cllr Fox proposed, Cllr Richardson seconded and all were in favour:-

- **Cllr Northam to progress discussions with surgery.**
- Not to progress the Fire Station option.

**8.4. Diversification of range of flags raised on the village flag pole (Cllr Fox).**

Cllr Fox withdrew the proposal.

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Arrangements reported:-

- Lights switch on 06/12/2.
- St Johns Fair requested lights around toilet block.
- Cllrs Harvey and Northam to select tree from supplier.
- Cllr Northam to book Hoopers and Dart Electrics.

**8.6. Village Litter Pick (Cllr Richardson).**

**RESOLVED:** Cllr Northam proposed, Cllr Dorow seconded and all were in favour a litter pick 12/10/24 09:00. **Cllr Richardson to action.**

**9. Correspondence / Consultations Received for consideration.****9.1. Witheridge Parish Hall Committee Constitution Amendment Proposal – reduction in number of allocated Parish Councillors representation (Chairman).**

Cllrs discussed the principles establishing three elected parish councillors to sit on the committee in the original constitution.

Cllr Bibby proposed the number of councillors be reduced to one, there being no seconder the motion failed.

Cllr Bibby proposed the number of councillors be reduced to two, there being no seconder the motion failed.

**RESOLVED:** Cllr Richardson proposed, Cllr Smith seconded and all were in favour retention of the current three councillors established by the original donors of the land. **Clerk to action.**

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

**10.1. Parish Council** - 07/11/24 – agenda deadline noon 25/10/24.

Noted.

**10.2. Finance & General Purposes** - 21/11/24.

Noted. **Clerk to arrange venue.**

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

Meeting closed 22:00.

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**Minutes of the Council Meeting held 03/10/24, 19:00 at Witheridge Parish Hall****Planning List**

<b>Application No.</b>	<b>Description</b>
79089	Conversion of barn to dwelling at Goldens Rackenford Tiverton Devon EX16 8EU Grid Ref: 287456; 116553 <b>Recommended:</b> Concern over development in open countryside not commensurate with local needs.
79000	Erection of a double garage, the creation of vehicle access with gate, engineering works to re-landscape the garden to include pond and steps at Land Opposite The Patches Tracey Green Witheridge Tiverton Devon EX16 8AD Grid Ref:280293; 114398. <b>Recommended:</b> No objections.

**Payments**

<b>Item</b>	<b>Ref</b>	<b>Payee</b>	<b>Purpose</b>	<b>£</b>
7.2.1.	DD	PWLB Lending Facility	Half Yearly Repayment	1173.51
7.2.2.	OB	Wallgate Ltd	Washer/Dryer Maintenance Contract 3yr Renewal Contract inc vat (6 service visits)	1556.10
7.2.3.	OB	S Sandland	Toilet Management & Cleaning Contract	220.00
<b>** Staff Salaries &amp; Expenses **</b>				
7.2.4.		Redacted under GDPR	Total:-	1006.98
7.2.5.				
7.2.6.				
7.2.7.				
<b>To Ratify:-</b>				
7.2.8.	OB	North Devon District Council	Non Domestic Rates Public Toilet Storeroom	279.44

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

7.2.9.	CC	Source for Business	Water & Sewerage Charges 18/05-06/08	105.30
7.2.10.	DD	EDF Energy	Electricity Charges 09/24	88.96
7.2.11.	OB	Mid Devon District Council	Trade Waste 01/10/24-31/03/25	122.10

Signed:

Chairman.

Date:

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### Agenda Item 3 – Reports

#### County Council – Cllr Yabsley

Chasing the Lakelands bus shelter upgrade.

DCC responsible for widening footpath running alongside Adventure Playground.

Speedwatch can recommend new monitoring locations for approval by Police.

Buses slowly improving.

Chasing Bow site meeting end of month.

#### District Council – Cllr Jones

Rural Prosperity Fund – range of grants available.

L&G have now published a leaflet with details concerning new housing development. This will be published in Witheridge Voice, is available on Facebook and the Developer's Noticeboard at Willow Rise. Those interested must be registered with Devon Homes Choice.

Deadline for Allison Homes projects grants extended.

Two Moors Way diversion very muddy.

Residents experiencing poor driving from development traffic should report matters to Allison Homes.

#### Police – Cllr Smith

Role out of opiate antidote to officers across force.

Undertaking pre-ambulance arrival triage at incidents.

Youths have been brought to court concerning recent thefts.

#### Parish Hall Committee – Cllr Richardson

Looking at CIC structure to mitigate trustee recruitment issues.

#### Section 106 Working Group - Chairman

The group met and discussed its expanded remit to consider all parish council related projects.

Working on identifying all local landowners with the aim to write to seeking land availability,

Seeking quotes for the Adventure Playground.