

## WITHERIDGE PARISH COUNCIL



## NOTICE OF MEETING

A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 7th November 2024 19:00**. 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.

30/10/24

* 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](mailto:parishclerk@witheridgepc.org), Web:- [www.witheridgepc.org](http://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. 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/your-area/devon-and-cornwall-police/south-molton/>
  - 1.3. Allison Homes – Juniper Rise Development Update.
  - 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).

### Council Session – No public participation

3. To Approve Apologies for Absence.
4. Minutes.
  - 4.1. **03/10/24**. 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. To consider any application(s) for cooption.
6. To consider the following Planning & Licensing Matters.
  - 6.1. Planning applications received following agenda publication.
  - 6.2. Enforcement Issues Arising.

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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 Council Section 106 Working Group Update (Chairman).
  - 7.4. Parish Hall Playground Governance and associated Responsibilities.
  - 7.5. Annual Grants.
  - 7.6. Ratify Local Gov. Services Pay Agreement 2024/25 (Clerk Contractual Pay Settlement).
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. Playgrounds.
    - 8.2.1. Adventure Playground – Footpath Update.
    - 8.2.2. Adventure Playground – Skateramp Repairs Update (Cllr Dorow).
    - 8.2.3. Adventure Playground – BMX Track Restorations Update (Cllr Cunningham).
    - 8.2.4. Parish Hall Playground – Section 107 Railings Grant Update.
    - 8.2.5. Parish Hall Playground – Entrance surface rutting (Cllr Northam).
  - 8.3. Defibrillator Provision (Cllr Northam).
  - 8.4. Annual Christmas Tree in The Square arrangements.
  - 8.5. Parish Clock repairs quotation.
9. Correspondence / Consultations Received for consideration:-
  - 9.1. Resident – Vermin in Square.
  - 9.2. Draft Devon and Torbay Local Transport Plan.  
<https://www.devon.gov.uk/haveyoursay/consultations/devon-and-torbay-local-transport-plan-4/>
  - 9.3. Devon Countywide Local Cycling and Walking Infrastructure Plan (LCWIP).  
<https://www.gov.uk/government/publications/the-second-cycling-and-walking-investment-strategy>
  - 9.4. DALC – Guidance Sexual Harassment in the Work Place.
10. Dates of Next meetings recommended:-
  - 10.1. Finance & General Purposes Committee 21/11/24.
  - 10.2. Parish Council - 05/12/24 – agenda deadline noon 22/11/24.
  - 10.3. Agenda Items for consideration by the next meeting.

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**Payment Schedule**

Item	Payee	Purpose	£
7.2.1.	Hooper Services Ltd	Grounds Maintenance *270	1158.00
7.2.2.	North Devon District Council	Dog Waste Bin Service Jul-Sep 24 *893	262.08
7.2.3.	Wallgate Ltd	Three Yr Service Contract Yr 1 Of 3 *384	518.70
7.2.4.	S Sandland	Toilet Management & Cleaning Contract	220.00
7.2.5.	Poppy Appeal	Remembrance Wreath	20.00
7.2.6.	Wetheridge Parish Council	Transfer to Deposit Account	15000.00
7.2.7.	S Smith	Police Advocate Meeting Exeter Racecourse	36.45
		Mileage - 81 miles	
7.2.8.	J Harvey	Xmas Tree Farm – mileage 58 miles	26.10
7.2.9.	J Harvey	Union Flag	125.80
7.2.10.	Viking Office UK Ltd	Grounds Maint Supplies *615	31.68
7.2.11.	Staff Salaries & Expenses		TBC
	<b>To Ratify:-</b>		
7.2.12.	Source for Business	Water & Sewerage Charges 18/05-06/08	105.30
7.2.13.	EDF Energy	Electricity Charges 09/24	88.96
7.2.14.	Mid Devon District Council	Trade Waste 01/10/24-31/03/25	122.10