

## WITHERIDGE PARISH COUNCIL



## NOTICE OF MEETING

A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 3rd April 2025 19:30 following APM**. 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.

26/03/25

* 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. 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**

**2. To Approve Apologies for Absence.**

**3. Minutes.**

3.1. **06/03/25.** To sign if approved, minutes of the Council.

**4. To consider Code of Conduct Matters:-**

4.1. **Written councillor dispensation requests arising.**

4.2. **Declarations of Interests.**

(Code of Conduct available on website under Finance & Policy\*).

4.3. **Application(s) for co-option.**

**5. To consider the following Planning & Licensing Matters.**

5.1. **Planning list (appended).**

5.2. **Planning applications received following agenda publication.**

5.3. **Enforcement Issues Arising.**

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

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

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

6.3. **Financial Year End 31/03/25.**

6.3.1. **PKF Littlejohn - External Audit Notification.**

<https://www.pkf-l.com/services/audit-assurance/limited-assurance-regime>

6.3.2. **Note DCC LGPS Annual Return.**

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[For 6.3.3-6.3.8 see <https://www.middevonparish.co.uk/witheridge/finance-policy/> Standing Order(SO) and Financial Regulations(FR)]

- 6.3.3. Notice Exercise of Public Rights (FR3.11).
- 6.3.4. Note Receipts & Payments Account (SO17d).
- 6.3.5. Approve Asset Register (FR16.2).
- 6.3.6. Approve Annual Risk Assessment (FR2.2).
- 6.3.7. Review Statement of Internal Control (FR2.4).
- 6.3.8. Note VAT126 Reclaim submitted (VAT for Local Authorities).
- 6.4. Willow Rise Northern Public Open Space Transfer Update.
- 6.5. Local Governance Review (Parish Merger Proposal).
- 7. To consider the following Property/Environment matters:-
  - 7.1. Highways, Drainage & Public Rights of Ways Issues.
    - <https://devon.roadworks.org/> | <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>
  - 7.2. Public Toilet Building.
    - 7.2.1. Toilet Door Lock Update.
    - 7.2.2. Wallgate - Inspection Report.
    - 7.2.3. Roof estimates – query respons(es).
  - 7.3. Playgrounds.
    - 7.3.1. Parish Hall Playground - Bennock Fencing railings update.
    - 7.3.2. Parish Hall Playground – Signage update for approval.
    - 7.3.3. BMX Track Restorations Update (Cllr Cunningham).
    - 7.3.4. Parish Council Section 106 Working Group Update (Chairman).
- 8. Correspondence / Consultations Received for consideration:-
  - 8.1. Resident - vandalised fencing and bin parish hall.
  - 8.2. Resident - 250316 J Moss - War Graves.
  - 8.3. Dist. Cllr Jones – Request PC write to parishes re. Social Housing Cascade.
  - 8.4. Bank - Lloyds - interest rate changes.
- 9. Dates of Next meetings recommended:-
  - 9.1. Parish Council - 01/05/25 – agenda deadline noon 18/04/25.
  - 9.2. Agenda Items for consideration by the next meeting.

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**Planning List** (Cllrs can access the Local Plan [here](#) , applications [here](#) )

Application No.	Description
<b>79777</b>	Erection of roofing over an existing livestock gathering area at Cannington Farm Witheridge Tiverton Devon EX16 8PT Grid Ref: 279580; 114127
<b>79778</b>	Erection of roof over an existing livestock gathering area at Cannington Farm Witheridge Tiverton Devon EX16 8PT Grid Ref: 279580; 114120
<b>79780</b>	Erection of roof over an existing livestock gathering area and slurry pit at Cannington Farm Witheridge Tiverton Devon EX16 8PT Grid Ref: 279599; 114120
<b>79781</b>	Erection of roof over an existing slurry pit at Cannington Farm Witheridge Tiverton Devon EX16 8PT Grid Ref: 279583; 114111
<b>79897</b>	Change of use, conversion and extension of existing buildings to create two dwellings at Cart Linhay and the Stables Queen Dart Hill EX16 8EA Grid Ref: 283851; 116798

### Payment Schedule

Item	Payee	Purpose	£
<b>6.2.1.</b>	Dart Electrics Ltd	Toilet Door Magloc – replace faulty relay 8198	<b>96.36</b>
<b>6.2.2.</b>	Dart Electrics Ltd	Toilet Door Magloc – timer replacement 8206	<b>64.88</b>
<b>6.2.3.</b>	S Sandland	Toilet Management & Cleaning Contract	<b>220.00</b>
<b>6.2.4.</b>	Tesco	Chairman's council mobile	<b>29.99</b>
<b>6.2.5.</b>	Staff Salaries & Expenses		<b>TBC</b>
<b>To Ratify:-</b>			
<b>6.2.6.</b>	Wetheridge Parish Council	Deposit to Current Account Transfer	<b>5000.00</b>
<b>6.2.7.</b>	EDF Energy	Toilet Block Electricity Charges - *009	<b>129.01</b>
<b>6.2.8.</b>	Public Works Loan Board	Toilet Block Refurbishment Loan repayment - PW506606	<b>1173.51</b>