

WITHERIDGE PARISH COUNCIL



NOTICE OF MEETING

The **Annual Meeting** of the **Council** will be held at **Wetheridge Rest A While Day Centre** on **Thursday 1st May 2025 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.

24/04/25

* 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@wetheridgepc.org, Web:- www.wetheridgepc.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 Wetheridge Parish Council documents can be provide by post.

AGENDA

Annual Council Business

1. To Elect the Council Chairman.
2. To receive the Chairman's declaration of acceptance of office in accordance with LGA72s83.
3. To Elect the Council Vice-Chairman.
4. To Approve Apologies for Absence.
5. To Appoint Committees and representatives for the Council Year:-
 - 5.1. Finance & General Purposes Committee (Chair, Vice Chair + 3).
 - 5.2. Juniper Way Section 106 Open Space Projects Working Group.
 - 5.3. Parish Hall Committee Council Representatives (3 cllrs required by the Trust Deed).
 - 5.4. Sports Field Management Committee (1 cllr required by the Trust Deed).
 - 5.5. Wetheridge in Bloom.
 - 5.6. Any Other Appointments.
6. 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):-
 - 6.1. County and District to include Juniper Rise Section 106 Open Space Funding Review Outcomes.
 - 6.2. Police Advocate update.
<https://devonandcornwall-pcc.gov.uk/councillor-advocate-scheme>
<https://www.police.uk/your-area/devon-and-cornwall-police/south-molton/>
 - 6.3. Parish Groups with Council Representatives.
7. 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).

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Monthly Business

8. To Approve Apologies for Absence.
9. Minutes.
 - 9.1. 03/04/25. To sign if approved, minutes of the Council.
10. To consider Code of Conduct Matters:-
 - 10.1. Written councillor dispensation requests arising.
 - 10.2. Declarations of Interests. (Code of Conduct available on website under Finance & Policy*).
 - 10.3. Application(s) for co-option.
11. To consider the following Planning & Licensing Matters.
 - 11.1. Planning list (appended).
 - 11.2. Planning applications received following agenda publication.
 - 11.3. Enforcement Issues Arising.
12. To consider the following Finance & Policy matters:-
 - 12.1. Finance update circulated to councillors' for review.
 - 12.2. Sanction payment schedule appended & instruct signatories.
 - 12.3. Financial Year End 31/03/25.
 - 12.3.1. Review Bank Signatories & Payees approved for payments by Direct Debit, Standing Order and Charge Card Continuous Authority.
 - 12.3.2. Internal Audit Report.
 - 12.3.3. Note Public Works Loan Board Annual Audit Statement.
 - 12.3.4. Approve Annual Governance Statement *.
 - 12.3.5. Approve Bank Reconciliation, Accounts & Accounting Statements *.

* Documents available <https://www.middevonparish.co.uk/witheridge/finance-policy/>
 - 12.4. Harassment Legislation Review requirements.
13. To consider the following Property/Environment matters:-
 - 13.1. Highways, Drainage & Public Rights of Ways Issues.

<https://devon.roadworks.org/> | <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>
 - 13.2. Public Toilet Building.
 - 13.2.1. Approve MDDC Waste Transfer Notice.
 - 13.2.2. Damaged Sanitiser Dispenser.
 - 13.2.3. NDC Listed Building Status Response.
 - 13.3. Playgrounds.
 - 13.3.1. Parish Hall Playground - Bennock Fencing railings update.
 - 13.3.2. BMX Track Restorations Update.
 - 13.3.3. Skatepark Tender Review.
 - 13.3.4. Skateramp Repairs Update.
 - 13.3.5. Springer quote update and Playgrounds Maintenance/Service Estimate.
 - 13.4. Parish Council Section 106 Working Group Update.
14. Correspondence / Consultations Received for consideration:-
 - 14.1. EWPC – Thanks for considering merger discussions.
15. Dates of Next meetings recommended:-
 - 15.1. Parish Council - 05/06/25 – agenda deadline noon 23/05/25.
 - 15.2. 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
79782	Extension to manure storage building at Cannington Farm Witheridge Tiverton Devon EX16 8PT Grid Ref: 279558; 114126

Payment Schedule

Item	Payee	Purpose	£
12.2.1.	S Sandland	Toilet Management & Cleaning Contract	220.00
12.2.2.	Devon Association of Local Councils	Annual Membership Renewal *667	582.37
12.2.3.	North Devon Council	Dog Waste Bin Servicing Contract Jan-Mar 25 *511	262.08
12.2.4.	Mid Devon District Council	Trade Waste Bin Service Apr-Sep 25 *966	162.80
12.2.5.	EDF Energy	Public Toilet Block Electricity Charges *010	123.64
12.2.6.	PHS Group	Public Toilet Sanitary Waste Service *266	260.40
12.2.7.	PHS Group	Public Toilet Services Credit *446	-23.53
12.2.8.	S Murphy	Paint Noticeboards The Square & Drayford	515.00
12.2.9.	Giffgaff	Chairman's Mobile Monthly Rental *216	6.00
12.2.10.	Staff Salaries & Expenses		TBC
To Ratify:-			
12.2.11.	North Devon District Council	Non-Domestic Rate – Toilet Block Store	279.44
12.2.12.	Hooper Services Ltd	Grounds maintenance 359	867.60
12.2.13.	S Smith	Police Advocate Mileage 44 miles	19.80
12.2.14.	Spirebourne Ltd	Public Toilet Jetting sewer line *936	132.00