

WITHERIDGE PARISH COUNCIL



NOTICE OF MEETING

A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 5th June 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.

28/05/25

* Cllrs:	Harvey (Chairman)	Goodwin
	Cunningham (Vice Chairman)	Northam
	Bibby	Richardson
	Dorow	Smith
	Fox	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. 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. 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. 22/04/25. To sign if approved, minutes of the Council.
 - 4.2. 01/05/25. 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 co-option.
6. To consider the following Planning & Licensing Matters.
 - 6.1. Planning list (appended).
 - 6.2. Planning applications received following agenda publication.
 - 6.3. 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. Receive corrected Internal Audit Report Year Ending 31/03/2025.
 - 7.4. Approve payment of twenty hours clerk's accrued overtime.
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. Public Toilet Building.
 - 8.2.1. Leased Room - Tenant proposed change in services provided.
 - 8.2.2. Leased Room - Annual Lease Renewal.
 - 8.2.3. Contractor Roof Quotation Update.
 - 8.2.4. Wallgate - Service Report.
 - 8.3. Playgrounds.
 - 8.3.1. Quarterly Operational Inspection Reports.
 - 8.3.2. Parish Hall Playground - Bennock Fencing railings update.
 - 8.3.3. BMX Track Restorations Update.
 - 8.3.4. Skatepark Tender Update.
 - 8.3.5. Skateramp Repairs Update.
 - 8.3.6. Parish Hall Playground Lease.
 - 8.3.7. Willow Rise Northern Open Space transfer Update.
 - 8.4. Parish Clock Repair Quote.
 - 8.5. Concessionary Green Waste Bin Application.
 - 8.6. Parish Council Section 106 Working Group Update.
 - 8.7. Village Litter Picking Schedule of Dates.
9. Correspondence / Consultations Received for consideration:-
 - 9.1. Residents - Concerns Traffic Speeds in village.
 - 9.2. NDC - Code of Conduct Training.
10. Dates of Next meetings recommended:-
 - 10.1. Parish Council - 03/07/25 - agenda deadline noon 20/06/25.
 - 10.2. 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
79809	Ground floor extension to existing care home at The Firs 27 Fore Street Witheridge EX16 8AH Grid Ref: 280625; 114354

Payment Schedule

Item	Payee	Purpose	£
7.2.1.	Hooper Services Ltd	Grounds Maintenance *363	1191.60
7.2.2.	S Sandland	Toilet Management & Cleaning Contract	220.00
7.2.3.	Wicksteed Leisure Ltd	Qtly Playgrounds Inspection Reports *444	395.28
7.2.4.	Source for Business (SWW)	Toilet Block Water & Sewerage Charges	139.96
7.2.5.	EDF Energy	Toilet Block Electricity Charges *011	119.67
7.2.6.	Wetheridge Voice	Annual advertising invoice *522	119.00
7.2.7.	Staff Salaries & Expenses		TBC
To Ratify:-			
7.2.8.	S Murphy	Public Noticeboard (Square) Lettering	80.00
7.2.9.	Ben Nock Ltd	Parish Hall Playground Railings 6600	14592.70
7.2.10.	Paul Russell T/AS Parish & Town Auditing Services	Internal Audit IA/0114/25	225.00