

WITHERIDGE PARISH COUNCIL

NOTICE OF MEETING



A **Meeting** of the **Council** will be held at Witheridge Parish Hall on **Thursday 2nd April 2026 19:30**. 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.

A handwritten signature in black ink, appearing to read 'Peter Dunn'.

26/03/26

* 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. **05/03/26**. 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. To Ratify the Recruitment Working Group's recommended appointee to the position of Parish Clerk - terms per details circulated with cllr's papers (terms are confidential – if cllrs wish to discuss the details further council should move to Part II).
 - 7.4. To approve Bank Mandate changes to remove retiring clerk from accounts and addition of the new clerk as Administrator with Online Banking Access and Charge Card provision £500 limit.
 - 7.5. PKF Littlejohn - Audit Notification (Intermediate Review selection deadline 01/07/26).
<https://www.pkf-l.com/services/audit-assurance/limited-assurance-regime>
[Practitioners' Guide 2025](#)
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. Grounds Maintenance.
 - 8.2.1. Works Undertaken (Cllr Northam).
 - 8.2.2. Litter Pick First Aider.
 - 8.3. Public Toilet Building.
 - 8.3.1. Tenant proposed change in services provided update.
 - 8.4. Playgrounds.
 - 8.4.1. Quarterly Operational Inspection Reports (if received).
 - 8.4.2. Parish Hall Playground Lease Update.
 - 8.4.3. Parish Hall Playground – Railings/Gates Installation update.
(To include delegation of review of 8.4.1 if report not received in time for meeting and associated settlement of railings installation payment).
 - 8.4.4. BMX Track Skatepark Update.
 - 8.5. Defibrillator Provision at Medical Centre Update.
9. Correspondence / Consultations Received for consideration:-
 - 9.1. Resident – Litter Concerns.
 - 9.2. NDC - Dog Fouling Campaign.
 - 9.3. Cty Cllr Hopley - Proposed Landfill in Rackenford Parish.
 - 9.4. EDF - Deemed Charges Increase.
 - 9.5. EDF – Settlements Information.
10. Dates of Next meetings recommended:-
 - 10.1. Annual Parish Council - 07/05/26 – agenda deadline noon 24/04/26.
 - 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
81460	Single storey rear and side extension to dwelling at 12 Willow Rise Witheridge Tiverton Devon EX16 8FD Grid Ref: 280732; 113768
81452	Replacement drill tower at Fire Station Fore Street Witheridge Tiverton Devon EX16 8AH Grid Ref: 280657; 114164

Payment Schedule

Item	Payee	Purpose	£
7.2.1.	S Sandland	Toilet Management & Cleaning Contract	220.00
7.2.2.	Public Works Loan Board	Loan repayment - PW506606	1173.51
7.2.3.	Wetheridge Parish Hall Committee	Meeting Room Booking - Interviews *047	45.00
7.2.4.	S Smith	Mileage - Middlemoor Police Headquarters (Police Advocate's Seminar) 33 miles	14.85
7.2.5.	Staff Salaries & Expenses		TBC
	To Ratify:-		
7.2.6.	Giffgaff	Council Mobile – Chairman - *342	6.00
7.2.7.	EDF Energy	Electricity Charges *021	138.61