

Minutes of the Council Meeting held 07/04/22, 19:30 at Witheridge Parish Hall

PRESENT:

Cllr Harvey	Chairman	Cllr Dorow	Cllr Searles	Cllr Wells
		Cllr Goodwin	Cllr Smith	Cllr J Yabsley
		Cllr Northam		

In Attendance:

District & County Cllr J Yabsley

P G Dunn - Clerk

1. Public Session (maximum 3 mins per subject overall max. 15 minutes).

None.

2. To Approve Apologies for Absence.

Apology received from Cllr Martin.

RESOLVED: Cllr Yabsley proposed, Cllr Wells seconded and all were in favour approval.

3. To consider any application(s) for co-option.

None.

4. To receive the following Reports (strictly maximum 15 minutes – long reports should be submitted in advance to the clerk to circulate to councillors prior to the meeting):-

4.1. Police update - <https://www.police.uk/devon-and-cornwall/DEV.4108/> .

A report from the Advocate Volunteer Seminar attended by Cllr Smith was circulated with councillor's papers and noted.

Further Cllr Smith highlighted:-

- Significant drug abuse at social events and businesses' middle management parties.
- Cloak of confidentiality impeding police investigations.

Next meeting July.

4.2. District and County.

Cllr Yabsley reported:-

- NDC Planning and Building Control Managers leaving.
- Request for Planning Application 74879 to be called in to Committee for determination.

5. Minutes.

5.1. 03/03/22. To sign if approved, minutes of the Council.

RESOLVED: Cllr Northam proposed, Cllr Searles seconded and all were in favour approval.

6. To consider Code of Conduct Matters:-

6.1. Written councillor dispensation requests arising.

None.

6.2. Declarations of Interests not declared in the Register of Interests.

Agenda	Councillor	Type	Reason	Dispensation
8.2.8	Cllr Smith	Prejudicial	Recipient	n/a

7. To consider the following Planning Matters.

7.1. Planning list.

See planning report appended.

7.2. Planning applications received following agenda publication.

See planning report appended.

7.3. Enforcement Issues Arising.

None.

7.4. Willow Rise Section 106 Highways requirements update 25/03/22.

Correspondence dated 25/03/22 was considered, this deviated from the site meeting discussions in respect of bus shelters and now proposed the current shelter at the school be moved and used as the “new” shelter opposite Providence House, with a new open fronted shelter located between the School and Lakelands.

RESOLVED: Cllr Goodwin proposed, Cllr Northam seconded and all were in favour seeking a breakdown of the budget proposals for the Willow Rise Section 106 Highways contributions and seeking a new shelter opposite Providence House as conditioned by the Section 106. **Clerk to action.**

7.5. NDC - North Devon and Torridge Housing and Economic Land Availability Assessment consultation.

Noted.

8. To consider the following Finance & Policy matters:-

8.1. Finance update circulated to councillors’ for review.

RESOLVED: Cllr Dorow proposed, Cllr Goodwin seconded and all were in favour to note 30/03/22 Report and Bank Reconciliations including online banking payments raised reviewed with no issues.

8.2. Sanction payment schedule appended & instruct signatories.

Cllr Smith left for this item.

RESOLVED: Cllr Yabsley proposed, Cllr Goodwin seconded and all were in favour settlement accounts 8.2.1 through 8.2.16, clerk to setup online payments, Chairman to authorise. **Chairman and clerk to action.**

8.1. Adoption new Model Code of Conduct and consider NDC Training requirements.

RESOLVED: Cllr Wells proposed, Cllr Goodwin seconded and all were in favour adopting the new code. **Clerk to action.**

Training requirements were noted and councillors attending requested to notify the clerk.

8.2. Financial Year Ending 31/03/22:-

- | | | |
|--------|--------------------|------------------------------------|
| 8.2.1. | P K F Littlejohn | – External Audit Requirements. |
| 8.2.2. | LCAS | – Internal Audit Requirements. |
| 8.2.3. | Peninsula Pensions | – End of Year Return Requirements. |
| 8.2.4. | Parish Hall | – Grounds Maintenance Re-Charge. |

Items 8.2.1-4 noted.

8.3. Approve National Salary Award 2021/22 – 1.75% and Living Wage increases.

RESOLVED: Cllr Wells proposed, Cllr Searles seconded and all were in favour approval. **Clerk to action.**

9. To consider the following Property/Environment matters:-

9.1. Highways, Drainage & Public Rights of Ways Issues.

<https://devon.roadworks.org/> | <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

Councillors reported:-

- Drain opposite the Fire Station was overflowing smelling foul [W221501244].
- Drain blocked by the Vets [W221504898].
- Butts Close running water [W221504979].
- Butts Close surface breaking up again [W221504879].

Clerk to submit reports.

Cllr Goodwin confirmed the outstanding Public Rights of Way surveys would be completed at the weekend and submitted to the clerk.

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9.2. Parish Clock – To note works in respect of minute reference 220303/9.4.1 approved under The Faculty Jurisdiction (Amendment) Rules 2019 List A Table 1 Matter A4.

Noted.

10. Correspondence / Consultations Received for consideration:-

10.1. South West Heritage Trust - Donation thanks.

Noted.

10.2. Mid Devon Mobility – Donation thanks.

Noted.

10.3. Resident enquiry cost of providing minutes & confirmation costs to provide 2021/22 Christmas Tree in the Square.

Correspondence dated 05/03/22 and response 23/03/22 noted.

11. Dates of Next meetings recommended:-

11.1. Parish Council - 05/05/22 – agenda deadline noon 22/04/22.

Noted.

11.2. Agenda Items for consideration by the next meeting.

Noted.

Meeting Closed 21:15.

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

Application No.	Description
74879	Residential development of 155 dwellings and associated infrastructure (Phase 2) at Land south of Broomhouse Park and west of Willow Rise Witheridge Tiverton Devon Grid Ref: 280364; 113978 Recommended: To re-submit the response to 73742.
74003	Erection of a replacement dwelling and removal of caravan at Caravan East Betham Witheridge Tiverton Devon EX16 8QE Recommended: No objection subject to clarification on proposed exterior finishes to treatment plant as currently the application appears to specify brick finish to match another building and then subsequently details painted and its location.
74970	Part retrospective application for extensions and alterations to dwelling at West Yeo Moor Farm Witheridge Tiverton Devon EX16 8QA Grid Ref: 278961; 116479 Recommended:
74971	Listed Building consent for part retrospective application for extensions and alterations to dwelling at West Yeo Moor Farm Witheridge Tiverton Devon EX16 8QA Recommended: No objection.
74972	Partial demolition and change of use to form dwelling including reroofing, recladding, drainage and minor alteration at West Yeo Moor Farm Witheridge Tiverton Devon EX16 8QA Grid Ref: 279016; 116460 Recommended: No objection.
74994	Listed Building consent for partial demolition and change of use to form dwelling including reroofing, recladding, drainage and minor alteration at West Yeo Moor Farm Witheridge Tiverton Devon EX16 8QA Grid Ref: 279017; 116460 Application Withdrawn.
75087	Installation of biomass boiler flue at Rondon Witheridge Tiverton Devon EX16 8QW Grid Ref: 284652; 114917 Recommended: No objection.

WITHERIDGE PARISH COUNCIL

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75101	Demolition of agricultural building and erection of a dwelling with integral garage (fall back to Class Q 73957) at Land off North Street Witheridge Tiverton Devon EX16 8AG Grid Ref: 280922; 114528 Recommended: No comment.
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Payment Schedule

Item	Ref	Payee	Purpose	£
8.2.1.	OB	Hoopers Services (SW) Ltd	Grounds Maintenance – supply and install new dog waste bin (path from Willow Rise to Butts Close) and replacement lid (bin sited on path between Broomhouse Park and Drayford Lane)	1001.12
8.2.2.	DD	UK Debt Management Office	½ yr PWLB repayment	1173.51
8.2.3.	DD	EDF Energy Customers Ltd	Electricity Supply & Charges to 25/02/22 36573	524.17
8.2.4.	OB	North Devon District Council	Non-domestic Rates – Public Toilet Storeroom	264.47
8.2.5.	OB	Dart electric Ltd	Diagnose electrical cistern flush issue, supply and fit new flush sensor	309.42
8.2.6.	OB	Devon Association of Local Councils	Annual membership renewal to include NALC affiliation 3964	354.96
8.2.7.	OB	S Sandland	Toilet Management & Cleaning Contract	300.00
8.2.8.	OB	Cllr S Smith	Parking & Mileage attendance Cllr Advocate Volunteer Seminar Bodmin – 124 miles	58.20
8.2.9.	CC	Tesco	1 no. Book of 12 1 st Class Stamps	10.20
8.2.10.	CC	iNet Telecoms	Council Landline	3.60
** Staff Salaries & Expenses **				
8.2.11.		Redacted under GDPR	Total	979.08
8.2.12.				
8.2.13.				
8.2.14.				
8.2.15.				

Invoices Received after Agenda compilation - To Be Ratified

8.2.16.	OB	Hoopers Services (SW) Ltd	Grounds Maint. 6153	684.00
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SO – Standing Order | DD – Direct Debit | OB – Online Banking* | CC – Charge Card

Receipts

Tenant	Rent + Services	383.00
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Signed:

Chairman.

Date:

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