



## WILLAND PARISH COUNCIL

Clerk to Parish Council Mrs Barbara Bodkin, 12 Sycamore  
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**I HEREBY GIVE NOTICE THAT A MEETING OF THE PARISH COUNCIL WILL TAKE  
PLACE ON THURSDAY 9 FEBRUARY 2023 AT WILLAND VILLAGE HALL  
COMMENCING AT 19.00**

***Press and Public are invited to attend.***

***PLEASE NOTE:*** All Council Meetings are electronically recorded in the interests of accuracy.

### AGENDA

**1. Apologies**

To receive any apologies from Councillors and record approval of reasons for absence

**2. To receive any declarations of interest from Members on any of the agenda items**

**3. Public questions on any of the agenda items**

**4. Items brought forward from the Chair**

**5. To approve Minutes of the meeting held on Thursday 12 January 2023**

(Circulated)

**6. Reports from District and County Councillors**

- a) District Councillors Chesterton, Evans and Warren
- b) County Councillor Radford

**7. For information and discussion**

- a) Crime in Willand: to note no crimes were reported to the police in December 2022
- b) Highways Working Group update, to include:
  - i) To note there was no VAS report for January due to operational reasons
  - ii) To discuss the Road Safety Assessment report (Circulated 19.1.23)

***(A time limit of 15 minutes has been allowed for the above item 7bii)***

- c) To receive an update on the installation of a disabled access bench in the Jubilee Field, and consider quotes obtained (To follow)

**d) Neighbourhood Planning Group update, to include:**

- i) To receive a report from Councillor Little (Circulated 1.2.23)
- ii) To consider the 3 proposals contained within the above report, as follows:

- 1. That Willand Parish Council accepts "Willand Working Draft Neighbourhood Plan v.2 – 29-01-23-2" and its Appendices for submission to Mid Devon District Council.  
[NEIGHBOURHOOD PLAN LINK ON WEBSITE](#)
- 2. Council gives the Neighbourhood Planning Group delegated authority to make non-substantive amendments as appropriate during the consultation processes
- 3. Council agrees to apply for a Plan Boundary change at a time recommended by the Neighbourhood Planning Group

***(A time limit of 15 minutes has been allowed for the above item 7d)***

- e) Pump track: to receive an update from the Clerk
- f) Willand Magazine – to receive any update on recruitment of new team members
- g) Skatepark: to consider the information provided in the briefing paper prepared by Councillor Warren and the accompanying consultant's report, and agree the way forward. (Briefing paper and consultant's report attached)
- h) Street lighting issue in Jaycroft: to discuss further following DCC's response and decide what further action should be taken. (Circulated 27.1.23)
- i) To ratify decision by Councillor Grantham (in conjunction with Chair and Clerk) to authorise the handyman to clean dirt and moss off play equipment in Worcester Crescent on safety grounds.
- j) To receive an update re the overhanging trees at Willand Tennis Club, pending receipt of recommendations made by the tree consultant.

## **8. Finance & Administration**

- a) Authorisation of payments including invoices received since 6 January (To follow) to include:
  - i) Approval of payments to Quarlfox which were retained for one year from 28.2.22 in relation to planting of whips at Cemetery extension (invoice 657, £165.27) and Worcester Crescent (invoice 658, £18.80), as included on the February Monthly Payment sheet.
  - b) Income received in January 2023 (Part of 8a above)
  - c) Income and Expenditure report as at end of January 2023 (To follow)
  - d) To review and approve the Council's Statement of Internal Control for the Financial Year 2022-2023 (Attached)
  - e) To approve the employment of the temporary Litter Picker to cover a continuous period of 11 days annual leave in March, at an estimated cost of £240.
  - f) To approve payment of office costs in February for new Clerk of £26 and to note that from March onwards this will be covered by the Annual/Monthly Payments authorisation.
  - g) To consider renewal of the Parish Online subscription (digital mapping software) from 1.3.23 at a cost of £200 + VAT

## **9. Meeting dates**

- i) To note the following dates:
  - Thursday 9 March – Annual Parish Meeting (to precede Full Council meeting)
  - Thursday 9 March – Full Council meeting
  - Thursday 16 March – Finance and Administration Committee meeting
  - Thursday 13 April – Full Council meeting
  - Thursday 11 May – Annual Meeting of the Parish Council
  - Thursday 8 June – Full Council meeting
  - Thursday 15 June – Finance and Administration Committee meeting
  - Working Groups – to note any scheduled dates.

**10. Councillors Roundtable:** to receive any further information from Councillors and to highlight future agenda items.

## **11. Communications**

### **A)**

- i) To note that Citizens Advice had sent a message of thanks to the Parish Council for their financial support.
- ii) Silverton Neighbourhood Plan regulation 16 consultation – to decide on whether to respond by 3.3.23. (Circulated 18.1.23)

**B) Communications received since 6 January and emailed to Councillors:**

**i) Current Planning Applications**

**a) 22/02209/HOUSE & 22/02210/LBC**

Proposal: Listed Building Consent for the conversion of an outbuilding to annex  
Location: Land and Buildings at NGR 303719 110353 (Dye House) Willand Old Village  
Revised and Additional Drawings received.

Response due: 10.2.23

(Circulated 27.1.23)

[PLANNING LINK 22/02210/LBC](#)

[PLANNING LINK 22/02209/HOUSE](#)

**ii) Planning Decisions notified for information:**

(All previously circulated)

**a) 22/02157/TPO**

Proposal: Application to crown reduce 1 Oak tree protected by Tree Preservation Order No. 96/00014/TPO by 1.5 to 2m, shape and balance crown by reducing sides by 2 to 3m and thin crown by 15%

Location: 18 Pear Drive Willand Cullompton Devon

Decision: consent granted

**b) 22/02234/TPO**

Proposal: Application to lift the crown of 1 Beech tree to approximately 5m in height and crown reduction of 1-2m protected by Tree Preservation Order 08/00004/TPO

Location: 5 The Gables Willand Cullompton Devon

Decision: consent granted

**iii) Newsletters and other correspondence**

5 MDDC Press Releases, 9 MDDC meeting notifications

1 MDDC Voting & Elections Update

12 NALC bulletins and events newsletters, 3 DALC newsletters, 2 SLCC news bulletins

6 Rural Services Network bulletins

5 Devon County Council Coronavirus Updates & News Roundups

2 Locality Newsletter

1 Devon CPRE newsletter

3 Public Sector Executive news bulletins

1 Devon Highways/Traffic Management newsletter

2 Devon Climate Emergency newsletters

2 ICO newsletters

1 Involve newsletter

1 Devon Communities Together newsletter

2 Gallagher Insurance newsletters

1 National Highways Notice

**C) Communications not referred to Councillors**

4 emails offering various seminars, equipment and services

**B Bodkin**

Barbara Bodkin

Clerk to Willand Parish Council

3 February 2023