



WILLAND PARISH COUNCIL
16 Tudor Grove, Cullompton, EX15 1XG
Tel: 07920 014407
Email: clerk@willand-pc.org.uk

PUBLIC NOTICE

You are hereby invited to attend a **Meeting of Willand Parish Council**, which will be held on **Thursday 8th June 2023 at 7.00 pm, in the Club Room at Willand Village Hall, Gables Rd, Willand.**

Members of the public are advised to submit questions to the Parish Clerk prior to the meeting.

The purpose of the meeting is to transact the following business.

Debbie Bird
Parish Clerk

31 May 2023

Please note that: -

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960.
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Willand Parish Council is unable to make any decision on matters not listed within the agenda.
- Willand Parish Council will always attempt to record meetings.

AGENDA

- 1. To receive any apologies from Councillors and record approval of reasons for absence (please make any apologies known to the Parish Clerk)**
- 2. Declarations of Interest - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda**

- 3. Public Question Time - To receive questions from members of the public relevant to the work of the council** (A maximum of 30 minutes is allowed for this item; verbal questions should not exceed 3 minutes)
- 4. Order of Business - At the discretion of the Chairman, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public.**
- 5. Parish Council Minutes - To approve and sign the minutes of the Willand Parish Council Meetings held on Thursday 11th May 2023, as a correct record.**
- 6. Chairman's and Clerk's Announcements - To receive any announcements which the Chairman and Clerk may wish to make. (For information only)**
- 7. Police Report** (Report to be issued prior to the meeting)
- 8. To receive reports from County and District Councillors.** (For information only)
- 9. To receive report from the Neighbourhood Planning Group** (Report to be issued prior to the meeting)
- 10. To review progress to fill vacancies under co-option arrangements following the uncontested election results as published by MDDC.**
- 11. Accounts Due for Payment and Receipts to include:**
 - a) To examine and agree the Summary of Receipts and Payments for 2023-2024, up to 31st May 2023, and to receive the bank reconciliation**
 - b) Authorisation of payments including invoices received between 4th May 2023 and 5th June 2023**
 - c) To examine and agree the Reserves Balance Report for 2023-2024, up to 31st May 2023**
 - d) Audit –**
 - a. to receive the Internal Auditors Report**
 - b. to agree and sign the Annual Governance Statement 2022-23**
 - c. to approve the Accounting Statements 2022-23**
 - d. to agree the submission of the accounts to the External Auditor**
 - e) To minute ratification of the Litter Picker Holiday Cover Arrangements – 13 hours from Monday 29th – Saturday 3rd June, at a cost of £151.81 to be paid from the Salary Budget in June**

(The financial information will be issued prior to the meeting.)
- 12. Chestnut Drive Play Area: To minute ratification of the proposal to lay an additional 46 Sqm of stone in the areas between the existing bases to guarantee the 5-year surface safety warranty at an additional cost of £1041.21, increasing the overall project costs to £32,047.50 plus VAT, which is within the Project budget of £34,699.**

- 13. To consider retention of an IT Technician on a rolling basis to resolve issues and undertake specific tasks as part of a Service Level Agreement** (Clerk contacting potential provider for costs and will advise prior to the meeting or provide a verbal update)
- 14. To receive and consider the monthly play area inspection reports and agree any required courses of action.** (Reports to be issued prior to the meeting)
- 15. Christmas Lights 2023:**
 - a. To decide whether to leave the use of the timers in place for 2023**
 - b. To discuss and agree the course of action if any time clocks are reported faulty during the Christmas season**
 - c. To discuss future provision after end of current contract (from 2024)**
- 16. To consider a proposal for the future use of the VAS equipment.** (Clerk to provide summary of proposal prior to the meeting)
- 17. To receive a verbal update on the appointment of a consultant to provide a detailed specification for the mini ramp at the Skatepark in the Jubilee Field.**
- 18. To receive a verbal update on the Pump Track Project.**
- 19. Mid Devon District Council – Planning Applications [MDDC Planning Public Access Portal](#)**
 - a) To Minute Ratification of the submission on the 22nd May 2023 offering no objection to Planning Application 23/00721/HOUSE - 21 Chestnut Drive
 - b) To Minute Ratification of the submission of the Parish Councils comments on the 18th May 2023 on Planning Application 22/02272/FULL Land and Buildings at NGR 303765 110338 (Culm Park) Willand Devon
- 20. Correspondence and Matters to Note – To receive Council correspondence and matters to note.** (A list of the correspondence and matters to note will be issued prior to the meeting.)
- 21. Councillor Reports – At the discretion of the Chairman, to receive reports from Parish Councillors – strictly for information only.**
- 22. Close**