



WILLAND PARISH COUNCIL

Clerk to Parish Council Mrs Barbara Bodkin, 12 Sycamore Close, Willand, Cullompton, Devon EX15 2SH. Tel: 07920014407
Email: clerk@willand-pc.org.uk

I HEREBY GIVE NOTICE THAT THE ANNUAL MEETING OF THE PARISH COUNCIL WILL TAKE PLACE ON THURSDAY 12 MAY 2022 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. Election of Chairman

a) Signature of acceptance of office by Chairman

2. Election of Vice-chairman

3. Apologies

To receive any apologies from Councillors

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

5. To approve Minutes of the meeting held: Thursday 14 April 2022 (Circulated)

6. Review and adoption of:

a) Standing Orders

b) Financial Regulations

c) Code of Conduct

[Standing Orders Link](#)

[Financial Regulations link](#)

[Code of Conduct link](#)

7. To review and agree the formation of Committees and Working Groups

(Terms of Reference and Appendix A attached)

8. Election of Willand United Charities representative

9. Election of Village Hall Committee representative

10. Review of inventory of land and other assets including buildings and office equipment

(Asset Register attached)

11. To review the Council insurance policy and agree any alterations (Attached)

12. To note that the next scheduled review of the Council's employment policies and procedures will be due in May 2023, to include:

Health and Safety Policy

Sickness Policy

Grievance Policy

Equality and Diversity Policy

13. To agree the time and place of ordinary meetings of the Council up to and including the next Annual Meeting of the Council

- a) Full Council Meetings on second Thursday of each month at 7pm at Willand Village Hall. Note: August only if needed.
- b) Annual Parish Meeting to be held in March 2023 – date to be agreed
- c) Annual Meeting of the Parish Council to be held on second Thursday of May 2023
- d) Finance and Administration Committee meetings to be held quarterly

14. Items brought forward from the Chair

15. Public questions on any of the agenda items

16. Reports from District and County Councillors

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

17. For information and discussion

- a) Crime in Willand reported to the police in March 2022 (To follow)
- b) VAS report and Highways Working Group update, to include:
 - i) VAS report for March (data not available for April meeting) (Circulated 19.4.22)
 - ii) VAS – to make a resolution (if necessary) regarding the loan of equipment
 - iii) VAS – to discuss publication of VAS report on Parish Council website
 - iv) VAS – to discuss publication of VAS report in Willand Magazine
- c) Cycle track: to receive an update from Councillor Wilcox and Clerk
- d) To receive an update from Cemetery Working Group
- e) Chestnut Play Area: to receive an update from Councillor Grantham and Clerk, including signature of the lease
- f) Neighbourhood Planning Group: to receive a verbal update from Councillor Little
- g) Allotments new hedge: to receive an update from Councillor Tobin
- h) Platinum Jubilee memento for children: see Appendix B (Circulated 5.5.22)
- i) South View Play Area fence repair update from Clerk
- j) Proposal for Jubilee Field event on 3 June 2022 (To follow)

18. Finance

- a) Payment Authorisation of payment of invoices received since 8 April 2022 (To follow)
- b) Income received in April 2022 (To follow)
- c) Income and Expenditure report as at end of April 2022 (To follow)
- d) Audit timetable – to receive an update from the Clerk
- e) Approval of Annual & Monthly Regular Payments for 2022/23 Financial Year (To follow)

19. Meeting dates

Thursday 9 June 2022 – Full Council meeting
Thursday 23 June 2022 – Finance and Administration Committee meeting
Thursday 14 July 2022 – Full Council meeting
Thursday 11 August 2022 – Full Council meeting (only if needed for urgent business)
Working Groups – to note any scheduled dates

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

21. Communications

A) To note and discuss:

- i) Tiverton Pannier Market invitation to the Parish Council/Jubilee Committee (Attached)
- ii) Councillor Evans' request to advertise his District Councillor surgeries on the Parish Council website
- iii) Consultation re: proposed upgrade to existing radio base station installation at Blackdown Industrial Park, Willand (email from WHP Telecoms circulated on 3.5.22)

B) Communications received since 8 April and emailed to Councillors:

i) Current Planning Applications

a) 22/00717/TPO

Proposal: Application to remove 7 branches from 1 Sweet Chestnut tree protected by Tree Preservation Order 73/00012/TPO

Location: 4 Maple Close Willand Cullompton

Response due: 2 May.

Response submitted 19.4.22: Willand Parish Council are unable to support this application on the information provided. There is no evidence of disease, danger or damage to property and the only reason given is to allow light into the garden. It is believed that the woodland is owned/managed by the Woodland Trust who have just obtained planning permission to carry out major works in woodland in the area. The Parish Council will support the judgement of the MDDC Arboricultural Officer.

b) 22/00595/FULL

Proposal: Erection of training centre following demolition of existing building

Location: 2 Sisters Food Group Ltd (Willand) Lloyd Maunder Road Willand

Response due: 2 May.

Response submitted 19.4.22: Willand Parish Council offers no objection.

c) 22/00690/HOUSE

Proposal: Erection of single storey rear extension following demolition of lean-to

Location: Little Trelawney Station Road Willand

Response due: by 16 May 2022

[PLANNING LINK](#)

d) 22/00712/HOUSE

Proposal: Erection of 2 storey side extension and conservatory to rear

Location: 20 Tamarind Willand Cullompton

Response due: by 16 May 2022

[PLANNING LINK](#)

ii) Planning Decisions notified for information

a) 22/00353/TPO

Proposal: Application to pollard 1 Weeping Willow tree protected by Tree Preservation Order 04/00011/TPO

Location: Woodsmoke Cottage Willand Cullompton Devon

Decision: consent granted

b) 22/00370/TPO

Proposal: Application to remove 1 Oak tree; reduce the crown of 1 Oak tree by 1-2m and reduce one side of the tree by 3-4m protected by Tree Preservation Order
09/00002/TPO

Location: 5 Rectory Close Willand Old Village Cullompton Devon

Decision: consent refused

c) 21/01920/FULL

Proposal: Erection of dwelling following demolition of existing garage (Revised scheme)

Location: 8 Somerlea Willand Cullompton Devon

Decision: consent granted

d) 22/0-0385/CLP

Proposal: Certificate of lawfulness for the proposed erection of a single storey rear extension

Location: 49 Chestnut Drive Willand Cullompton

Confirmed: Certificate of Lawful Use For A Proposed Use or Development

e) 22/00170//CLP

Proposal: Certificate of Lawfulness for proposed external alterations to the porch; alterations to porch and workshop roof; conversion of garage into additional ancillary accommodation and repositioning of front door

Location: St Davids, Silver Street Willand

Certificate of Lawful Use For A Proposed Use or Development. The proposed development is considered to be permitted development.

iii) Newsletters and other correspondence

4 Mid Devon Press Releases

8 NALC bulletins and events newsletters

3 DALC newsletters

2 Mid Devon meeting notifications

5 Rural Services Network bulletins

1 SLCC news bulletin

4 Devon County Council Coronavirus Updates & News Roundups

1 Locality Newsletters

1 Devon CPRE newsletters

3 MDDC Town and Parish Newsletter & training

1 Devon Communities Together (DCT) newsletters

1 Devon Climate Emergency newsletters

1 Information Commissioner's Office newsletter

1 Connecting the Culm newsletter

1 DCC Local Flood Risk Management Strategy Newsletter

C) Communications not referred to Councillors

14 emails offering various seminars, equipment and services

B Bodkin

Barbara Bodkin

Clerk to Willand Parish Council

6 May 2022