

# Winkleigh Parish Council

## NOTICE OF FULL COUNCIL MEETING

**WEDNESDAY, 23<sup>rd</sup> JULY 2025 at 7.00 pm**

**To be held in Winkleigh Community Centre, Castle Street, Winkleigh**

All members of the Council are hereby summoned to and resolving the business to be transacted at the meeting as set out below.

Members of the press and public are welcome to attend the meeting.

### AGENDA

Members 9 Quorum 4 Vacancies 2

- 01.07.25     **The Chairman to open the Meeting and receive apologies for absence.**
- 02.07.25     **To receive declarations of interest**  
a) Councillors to declare any personal interest in any items on the agenda  
b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.  
c) Dispensations granted.
- 03.07.25     **Reports**  
a) **County Councillors Report** - Cllr Cheryl Cottle-Hunkin  
b) **District Councillors Report** - Cllr Simon Newton  
c) **Police Report - update**  
d) **Chairman's Report**
- 04.07.25     **Public Participation**  
This section of the proceedings shall be limited to 15 minutes. Members of the public may raise any matters relating to an item that appears on the agenda. Responses may not be made by members of the council at this time, and the matter may be referred to at the appropriate point of the agenda, or deferred for consideration at a later meeting, or noted by the council.
- 05.07.25     **Chawleigh Housing Project: Proposal to Convene a Parish Meeting**  
To consider a proposal from the Chair to convene a Parish Meeting on Wednesday, 17th September 2025 - to discuss the Chawleigh Housing Project. District Councillor Simon Newton has been invited to attend.
- 06.07.25     **To receive and approve the Minutes of the meeting held on 25<sup>th</sup> June 2025**
- 07.07.25     **Matters Arising**  
To discuss any matters arising from the Minutes for the previous Meeting(s) not covered in this agenda.  
(i)     To approve Addendum wording to be uploaded to the Parish Council website and linked with the 24th of January 2024: as follows:

*Please note a clarification regarding Agenda Item 14.01.24 (Finance - Precept Request) from the 24th January 2024 Parish Council Meeting Draft Minutes.*

*The actual precept amount submitted to Torridge District Council was £38,000. This discrepancy was discussed and formally noted in the Parish Council Meeting Minutes of 25th June 2025.*

08.07.25 **To receive updates and report from the People Services Committee**

- to also consider the following specific subjects:

- (i) Community Events Fair – September 2025 **(Resolution Required)**
- (ii) The Parish Council's Policies & Procedures **(Resolution Required)**
- (iii) Communications **(Resolution Required)**

09.07.25 **To receive Report from the Parish Environment Committee - incorporating Street Safety Group Report**

- (i) Cemetery – consideration of annual rise of fees of 3% yearly **(Resolution Required)**
- (ii) Clerk to raise a Purchase Order for Roger Hill to undertake the required work as agreed at the Environment meeting 9<sup>th</sup> July 2025 his being the best quote. **(Resolution Required)**
- (iii) Benches – report on maintenance
- (iv) Bus Shelter planning application
- (v) Access to Village signs
- (vi) East Park Close Splay
- (vii) Speed monitoring - More monitoring
- (viii) Dog Poo Bins
- (ix) Playground

10.07.25 **Parish Council Policies and Practices:**

**(a) Committee Restructure 1: **(Resolution Required)****

To consider the Planning Group be placed under the Environment Committee, thereby incorporating the areas:

Cemetery	Bungalow	Street Safety
Planning	Highways	

**(a) Committee Restructure 2: **(Resolution Required)****

To consider the merging of the Finance & Governance Committee and People Committee.

11.07.25 **Planning**

To note planning applications, comments and decisions since the last meeting.

- (i) To receive a report from the Planning Sub-Committee.

**NEW PLANNING APPLICATIONS & DECISIONS - None at time of Agenda issue**

**(ii) To note planning notices received since the Agenda preparation**

**a) New and Decisions**

- 12.07.25      **Finance**  
a) Schedule of Payments and Receipts since last Meeting  
b) To agree and approve the Bank reconciliation to 30<sup>th</sup> June 2025  
**(Resolution Required)**  
c) To receive the Accounts and Budget update to 30<sup>th</sup> June 2025
- 13.07.25      **To receive Report from Finance and Governance Committee**
- 14.07.25      **S106 Issues**
- 15.07.25      **Paths and By-ways Report**  
To receive and consider report and updates.
- 16.07.25      **Parish Matters**  
a) Applications for Parish Council Grants
- 17.07.25      **A.O.B.**

<p><b>Exempt Session</b> <b>Confidential Matters (Part II) Public Bodies (Admission to Meetings) Act 1960 S1(2)</b> <b>The public and press are requested to leave the meeting if matters are decided to be discussed under this section.</b></p>
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**Date of Next Meeting:** Wednesday, 24<sup>th</sup> September 2025

Signed: *L Moore*

Dated: 17<sup>th</sup> July 2025

Locum Clerk to Winkleigh Parish Council

Email: [clerk@winkleighpc.org](mailto:clerk@winkleighpc.org)