

Winkleigh Parish Council

NOTICE OF FULL COUNCIL MEETING

WEDNESDAY, 26th NOVEMBER 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 11 Quorum 4

- 01.11.25 **The Chair to open the Meeting and receive apologies for absence.**
- 02.11.25 **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.
- 03.11.25 **Reports**
a) **County Councillors Report** - Cllr Cheryl Cottle-Hunkin
b) **District Councillors Report** - update
c) **Police Report** - update
d) **Chair's Report**
- 04.11.25 **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.
- 05.11.25 **To receive and approve the Minutes of the meeting held on 22nd October 2025**
- 06.11.25 **Matters Arising**
To discuss any matters arising from the Minutes for the previous Meeting(s) not covered in this agenda.

(a) Action Lists
- 07.11.25 **Parish Environment items**
1. Location of "*Bee Hotel*" (Cllrs Jacobs and Squance)
2. To discuss and agree the Parish Council's flower beds and planters, including compliance with DCC regulations and to consider approval of associated DCC fees (£110 environmental assessment fee and £78 approval fee).
3. Castle Green – road names (Cllr Wonnacott)

4. Chulmleigh Road Condition after works
5. 'Walking in Road' sign for Torrington Road
6. Update from Cllr Jacobs concerning Bus shelter seat update (Barnstaple to Exeter)
7. Cemetery Bungalow – Increase in Keenor Estate Agent £81.12pm (incl VAT)

8. Planning – to receive a report from the Planning Sub-Committee

NEW PLANNING APPLICATIONS & DECISIONS –

(i) Decisions since the last meeting

Planning Ref 1/0711/2025/CPL

West Riddiford, Winkleigh, Devon, EX19 8DW

Certificate of proposed lawful development for the demolition of existing garage and construction of timber framed garage with amendments to driveway.

Decision: Application Permitted (PER) - 06/11/2025

(ii) New Applications since the last meeting

Application Ref: 1/0785/2025/FUL

Proposal: Installation of bus shelter on concrete base

Location: Land At Grid Reference 263347 108101, Winkleigh, Devon,

O.S. Map Reference: (E) 263347 (N)

Application Ref: 1/0693/2025/FUL

Proposal: Erection of 2no dwellings

Location: Land At Grid Reference 262739 10800, Hatherleigh Road, Winkleigh, Devon, O.S. Map Reference: (E) 262740 (N) 108000

Observations to TDC by 5th December 2025

Application Ref: 1/0861/2025/FULM

Proposal: Proposed construction of 4 industrial units (B2) (Variation/removal of conditions 2, 3 and 5 of planning approval 1/0093/2017/FULM)

Location: Devon Plant Services, Unit 1, Winkleigh Airfield, Winkleigh

O.S. Map Reference: (E) 261465 (N) 109234

Observations to TDC by 6th December 2025

Application Ref: 1/0886/2025/FUL

Proposal: First floor extension and single storey rear extension

Location: 12 Ashplants Close, Winkleigh, Devon, EX19 8HE

Observations to TDC by 13th December 2025

(iii) To note planning notices received since the Agenda preparation

- 08.11.25 **To receive updates and a report from the People Committee, including an update on Parish Council practices and policies, and an outline of future policy review activity.**
 - Standing Orders Policy
 - Code of Conduct
 - Register of Interests
- 09.11.25 **To receive updates and report from the Finance & Governance Committee**
- 10.11.25 **Finance**
 a) Schedule of Payments and Receipts since last Meeting
 b) December 2025 Staff Salaries and HMRC Contributions – To approve payment of the Admin Clerk and Parish Clerk December salaries and associated HMRC contributions due to no Parish Council meeting being held in December.
 b) To agree and approve the Bank reconciliation to 31st October 2025
 c) To receive the Accounts and Budget update to 31st October 2025
 d) To receive the notes and recommendations of the Budget and Precept Working Group meeting held on 22nd November 2025 (circulation by 24th November) and to approve the Budget and Precept for the financial year 2026/2027.
- 11.11.25 **S106 Issues**
- 12.11.25 **Paths and By-ways Report - Updates**
- 13.11.25 **Parish Matters**
 Winkleigh Christmas Fair – **6th December 2025**
- 14.11.25 **A.O.B.**

Exempt Session

Confidential Matters (Part II) Public Bodies (Admission to Meetings) Act 1960 S1(2)
The public and press are requested to leave the meeting if matters are decided to be discussed under this section.

Date of Next Meeting: Wednesday, 28th January 2026

Signed: *L Moore*

Dated: 20th November 2025

Clerk to Winkleigh Parish Council

Email: clerk@winkleighpc.org