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To: The Chair and Members
of the West Devon
Highways and Traffic
Orders Committee

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

Date: 19 March 2024

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WEST DEVON HIGHWAYS AND TRAFFIC ORDERS COMMITTEE

Wednesday, 27th March, 2024

A meeting of the West Devon Highways and Traffic Orders Committee is to be held on the above date at 10.30 am at Town Hall Okehampton to consider the following matters.

Donna Manson
Chief Executive

A G E N D A

PART 1 OPEN COMMITTEE

1 **Election of Chair**

To elect the Chair for the ensuing year.

NB: In accordance with the County Council's Constitution, the Chair and Vice Chair must be County Councillors. County and Borough Councillors may vote.

2 **Election of Vice Chair**

To elect the Vice Chair for the ensuing year.

NB: In accordance with the County Council's Constitution, the Chair and Vice Chair must be County Councillors. County and Borough Councillors may vote.

3 **Apologies for Absence**

4 Minutes (Pages 1 - 2)

Minutes of the meeting held on 31 July 2023 (previously circulated).

5 Items Requiring Urgent Attention

Items which in the opinion of the Chairman should be considered at the meeting as matters of urgency.

MATTERS FOR DECISION

6 Stopping up of Public Highway: Whithill Farm, Access To Withill, Sampford Spiney (Pages 3 - 8)

Report of the Director of Climate Change, Environment and Transport
(CET/24/23)

Electoral Division: Yelverton Rural

STANDING ITEMS

7 Bus Users and Stakeholders (BUS) Forum (Pages 9 - 14)

The Committee representative to report.

8 Petitions/Parking Policy and Review

[An item to be taken under s18 of the Traffic Management Act 2004 relating to any reviews of parking policy sought in line with the Council's [Petition Scheme](#).]

MATTERS FOR INFORMATION

9 Dates of Future Meetings

Dates of future meetings

21 June 2024
12 November 2024
25 March 2025

PART II - ITEMS WHICH IN THE OPINION OF THE CHAIRMAN MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC

Nil

Part II Reports

Members are reminded that Part II reports contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Democratic Services Officer at the conclusion of the meeting for disposal.

Agenda Items and Attendance of District & Town/Parish Councillors

Under the provisions of Standing Order 23, any member of the HATOC (including the District Council representatives) may put an item on the Agenda for the HATOC relevant to the functions of the Committee, subject to them giving notice in writing to the Chief Executive of the matter to be discussed by 9.00am on the eighth working day before the meeting.

Any member of the District Council for the area covered by the HATOC who is not a member of the Committee, or a Town or Parish Councillor within the area covered by the HATOC, may, after giving 24 hours' notice in writing to the Chief Executive, attend and speak to any item on the Agenda with the consent of the Committee. For further information please contact the relevant Clerk.

MEETINGS INFORMATION AND NOTES FOR VISITORS

Getting to County Hall and Notes for Visitors

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Membership of a Committee

For full details of the Membership of a Committee, please [visit the Committee page](#) on the website and click on the name of the Committee you wish to see.

Committee Terms of Reference

For the terms of reference for any Committee, please [visit the Committee page](#) on the website and click on the name of the Committee. Under purpose of Committee, the terms of reference will be listed. Terms of reference for all Committees are also detailed within Section 3b of [the Council's Constitution](#).

Access to Information

Any person wishing to inspect any minutes, reports or background papers relating to an item on the agenda should contact the Clerk of the Meeting. To find this, [visit the Committee page](#) on the website and find the Committee. Under contact information (at the bottom of the page) the Clerk's name and contact details will be present. All [agenda, reports and minutes of any Committee are published on the Website](#)

Public Participation

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In relation to Highways and Traffic Orders Committees, any member of the District Council or a Town or Parish Councillor for the area covered by the HATOC who is not a member of the Committee, may attend and speak to any item on the Agenda with the consent of the Committee, having given 24 hours' notice.

Webcasting, Recording or Reporting of Meetings and Proceedings

The proceedings of any meeting may be recorded and / or broadcasted live, apart from any confidential items which may need to be considered in the absence of the press and public. For more information [go to our webcasting pages](#)

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chair. Filming must be done as unobtrusively as possible without additional lighting; focusing only on those actively participating in the meeting and having regard to the wishes of others present who may not wish to be filmed. Anyone wishing to film proceedings is asked to advise the Chair or the Democratic Services Officer in attendance.

Members of the public may also use social media to report on proceedings.

Declarations of Interest for Members of the Council

It is to be noted that Members of the Council must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.

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Mobile Phones

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Alternative Formats

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Induction Loop available

