

Minutes of Clovelly Parish Council Meeting held on Tuesday, 9 July 2024 in Clovelly War Memorial Parish Hall at 7.30pm.

Present: Councillors C West, (Chairman), Mrs V Foster, D Garnett, C Huxtable, R Phelps, N Sanders, P Slee, A Tucker.

District Councillor Harding

3 Members of the public

Mrs S Squire, Parish Clerk.

37. Representations from the public limited to 3 minutes in line with DCC & TDC.
Road Warden.

37.1 Road Warden – Mr J Hawkins. The one day course delivered by Next Steps Training at Rackenford on 12 June 2024. Nothing further had been heard and he was unsure of the next steps.

Action: Clerk to contact DCC Highways advising no further information had been received, or sufficient details on the correct procedure for filling potholes (apart from the safety aspect) and enquire if DCC will provide the material to fill the potholes. County Councillor Wilton-Love's contact details to be provided to the Road Warden.

37.2 Net Zero Campaign. There will now be 5 speakers. 500 Councillors across Devon and Cornwall have been emailed giving details of the Public Meeting to be held on 31 July 2024 at Clovelly Village Hall.

Mr R Skinner who is organising the Public Meeting was disappointed with TDC regarding the signing off of a report and how he has been received at meetings.

38. Apologies. County Councillor Wilton-Love and District Councillor Dart.

39. Declarations of Interest.

Councillors Mrs Foster and Slee have a Dispensation in connection with matters relating to Clovelly Estate.

40. Approval of the Parish Council Meeting Minutes held on 11 June 2024.

Approved and signed as a correct record.

Proposed by Councillor Slee.

Seconded by Councillor Phelps and unanimously agreed.

41. Reports:

41.1 County Councillor J Wilton-Love. Apologies given due to being at Alwington Parish Council who meet every two months, to attend to some pressing issues.

41.2 District Councillor S Harding

There had been no meetings due to the General Election.

He had attended a leadership meeting held under Part II Confidential. Nothing was known about the levelling up and more details were awaited.

41.3 Defibrillator Check – Councillor Sanders. In order.

Action: Clerk to report to The Circuit.

42. Finance.

42.1 Payments. The following payments were approved and authorised:

Proposed by Councillor West.

Seconded by Councillor Sanders and unanimously agreed.

Mrs S Squire July Salary £237.60; Expenses £22.70

£260.30

Westcotts Accountants. 2023/24 Internal Audit Fee

£318.00

- 42.2 2023/24 Audit.** The internal audit has been completed. No issues have been raised and everything is in order.
The Certificate of Exemption has been submitted to P K F Littlejohn LLP, external auditors, by the deadline date and the website has been updated with the details.
- 42.2.1 Online banking.** This is progressing but before the application can be completed, there were other questions that required answering from three of the named signatories, which were advised so that the online form can be progressed and the details were advised.
- 42.4 Letters of thanks from Organisations who received grants for 2024/25, approved at the May meeting: 1st Woolsery Scouts; North Devon Record Office**
- 42.5 Information Commissioner's Office.** Confirmation that the Data Protection Certificate has been renewed following receipt of the cheque for £40.00 in respect of the annual payment.

43. Matters Arising from the Minutes of 11 June 2024.

- 43.1 Litter bin.** There had been email correspondence with TDC regarding the cost and replacement.
Clovelly Estate had then offered to make the bin to be more in keeping with the surroundings with a metal liner supplied by TDC for emptying.
The Clerk had asked the cost and with no reply being received, contacted TDC and Clovelly Estate but both of the relevant people were not available.

Councillor West spoke about the awning which had been fixed from the Lime Kiln with two metal poles.

Due to bad weather moving the beach shingle, concrete had been put around the base of one of the poles to hold it down. This is out of keeping with the old stonework of the harbour. It was felt the concrete should be clad in stone to blend in with the surroundings.

Action: Councillor West to contact TDC Enforcement Department to enquire if planning permission should have been sought.

Proposed by Councillor West that the Clerk write to Clovelly Estate about the matter.

Seconded by Councillor Garnett and unanimously agreed.

Action: Clerk to send letter to Clovelly Estate.

- 43.2 The future of Clovelly.** It had been noticed that a number of long standing families with a Clovelly heritage stretching back for generations had found it necessary to leave the village due to increased rents on a fixed income. This was a worrying and sad trend which is taking the heart out of the village.
Action: Clerk to draft letter and circulate to Councillors for approval before sending to Clovelly Estate.

44. Clerk's Actions:

Defibrillator Report sent to The Circuit; submitted planning application response; dealt with payments; reported potholes.

- 45. Planning & Planning Correspondence.** The following TDC Decision Notice was received after the Agenda had been published:
Approval for Application 1/0453/2024/FUL – part retrospective erection of a field shelter for Donkeys near the Visitor Centre.

46. Correspondence. None.

47. Highways. None.

48. Matters Raised by Councillors / Clerk.

48.1 Councillor West – replacement of Perspex and frame at the Turnpike Bus Shelter and to also note that Mrs G Sanders has cleaned the structure.

A letter of thanks to Mrs Sanders had been prepared for her kindness and community spirited action which was signed by the Chairman and handed to Councillor Sanders for passing on.

Councillors decided not to replace the Perspex in the bus shelter as it was felt this would be vandalised as in previous repairs. There is a certain amount of anti social behaviour with plants from the planters being stolen and egg money from an honesty box.

48.2 Councillor Slee volunteered to clean the Dyke Green Bus Shelter.

Action: Councillor Slee

48.3 Defibrillator. This had been delivered and Councillor Phelps intended to fix it in the next few days.

Action: Councillor Phelps. The Clerk to put the details on the website.

48.4 Councillor Mrs Foster advised of an accident outside her home, of which she was not aware, involving a car which had flipped onto its roof. There were no injuries.

48.5 Councillor West advised that the Parish Hall Committee were trying to get solar panels to go on the roof.

A funding application to the Lottery had been turned down because the project had not discussed with enough people in the village.

The estimated cost was between £18 - £25k. Renting solar panels was discussed which may be a more affordable option.

Action: The Clerk to send a letter of support to the Hall Committee from the Parish Council.

48.3 Clerk's Leave: 15 & 16/8/24; 22/8/24 - 2/9/24 inclusive.

49. Any matters raised under Public Participation for further consideration. None.

50. Urgent items raised at the discretion of the Chairman. None.

51. Date of next meeting: Tuesday, 10 September 2024 in Clovelly War Memorial Parish Hall at 7.30pm.

The meeting ended at 8.18pm.

Summary of Decisions:

- **Minutes of the Parish Council Meeting held on 11 June 2024**
- **Payments**
- **Letter to Clovelly Estate regarding the rough finish of blocks to hold awning poles into the ground**

Chairman

Date