

Minutes of Clovelly Parish Council Meeting held on Tuesday, 8 October 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, A Tucker.

District Councillor S Harding.

1 Member of the public

Mrs S Squire, Parish Clerk.

76. Representations from the public limited to 3 minutes in line with DCC & TDC.

76.1 Road Warden. Nothing further had been heard about materials, no instructions about how to carry out the work, no details on how to obtain signage and the tarmac ordered by the Clerk 5 weeks ago had not been received.

Action: Clerk to contact DCC Highways and other officers, and County Councillor Wilton-Love.

77. Apologies. Councillor P Slee, County Councillor J Wilton-Love and District Councillor Dart.

78. Declarations of Interest. None.

Councillor Mrs Foster has a Dispensation in connection with matters relating to Clovelly Estate.

79. Approval of the Parish Council Meeting Minutes held on 10 September 2024.

Approved and signed as a correct record.

Proposed by Councillor Huxtable.

Seconded by Councillor Sanders and unanimously agreed.

Councillor Mrs Foster advised there was a caravan, car and van in a layby near Fairy Cross. The van is parked in front of the emergency telephone and in the right hand layby over the new Bideford bridge, a horse box has been parked for two months.

Action: Clerk to report this to Highways.

Regarding Minute No. 52.5 – Net Zero.

Action: The Clerk to ask County Councillor Wilton-Love if DCC has given an answer to the question asked on numerous occasions.

80. Reports:

81.1 County Councillor J Wilton-Love. Apologies given. The following Report was sent, and had been circulated to Councillors ahead of the meeting:

I can report that at CIRS we voted on what happens next with the Highways tenders which will be decided at Cabinet on 9 October 2024.

81.2 District Councillor S Harding.

TDC was waiting for the government to advise on the levelling up situation.

He had attended an external scrutiny meeting and Devon One regarding healthcare. The presenter travelled from Plymouth to do the presentation which was recorded. Due to insufficient Councillors who attended, the meeting was not considered to be quorate.

He had also attended a housing strategy meeting, some licensing meetings and a planning meeting where consent was given to a family living in a small hamlet where there had been no development.

Part II Confidential details of a meeting could not be disclosed but if there is agreement from full Council, to quote District Councillor Harding 'it will be impressive'.

81.3 Defibrillator Checks – Councillors Sanders. In order.

On checking the device, the cabinet was found to be open but no evidence that the defibrillator had been used. The code to open the cabinet is displayed to prevent a delay obtaining the defibrillator.

Councillor Sanders advised there was CCTV in the Hall car park for insurance purposes and anyone who may have tampered with it will be identified.

Councillor Phelps advised it had not been possible for him to install the defibrillator on The Street due to electrical problems which he hoped would be rectified at the coming weekend.

82. Finance.

82.1 Payments. The following payments were approved and authorised:

Proposed by Councillor West.

Seconded by Councillor Tucker and unanimously agreed.

Mrs S Squire	October salary £237.60. Expenses £21.60	£259.20
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RBL Poppy Appeal.	Donation towards poppy wreath.	£ 50.00
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The suggested amount had been £25.00.

Proposed by Councillor Garnett that a donation of £25.00 should be given.

Councillor Mrs Foster tabled an amendment to Councillor Garnett's proposal, that a donation of £50.00 should be given.

Seconded by Councillor Phelps.

Vote: That a donation of £50.00 is given. 6 – carried

A representative has been invited to lay the wreath on behalf of the Parish Council and Councillor Huxtable agreed to do this.

Action: Clerk to deal with her own payment.

Councillor West to hand the RBL cheque to Mrs West.

Clerk to advise Mrs West that Councillor Huxtable will lay the Parish Council Poppy Wreath.

82.2 Online banking. The Clerk advised that Lloyds Bank was exceptionally busy with applications from many other Clubs, Societies and Organisations as they were the only bank accepting new accounts.

82.3 It was noted that the second tranche of the 2024/25 Precept has been paid by TDC, amounting to £2,250.00.

83. Matters Arising from the Minutes of 10 September 2024.

83.1 Litter bin. Councillors were advised that Clovelly Estate had responded to TDC regarding making the bin. The materials and labour was £390 per bin to create.

Action: Clerk to check with County Councillor Wilton-Love as to if he will support this with a grant from his Locality Budget. If there is a positive answer, an application to be submitted and further details obtained from Clovelly Estate.

84. Clerk's Actions:

Defib Report sent to The Circuit; submitted planning application response; dealt with payments; reported car in layby to D&C Police; reported potholes; letter of support sent regarding Lithium ion batteries

85. Planning & Planning Correspondence.

85.1 Application 1/0700/2024/LLBCO (Local Listed Building Consent Order) – Clovelly Estate.

Response due by 19/10/24.

Proposed by Councillor West to recommend approval.

Seconded. By Councillor Garnett and unanimously agreed.

Action: Clerk to submit the Parish Council's response to TDC.

86. Correspondence.

86.1 Onshore Wind Turbines and Planning – North Devon. Email and attachment from a member of the public to note, circulated to Councillors on 16/9/24.

86.2 Town & Parish Websites. Opportunity to convert the current website domain name to a .gov.uk. There is funding available for town and parish councils to adopt a .gov.uk domain name. The funding of £100 will cover the costs of the domain registration for 2 years, meaning that only the VAT of £20.00 (reclaimable) will have to be paid.

Proposed by Councillor Mrs Foster to proceed with a .gov.uk domain name.

Seconded by Councillor Garnett and unanimously agreed.

Action: Clerk to advise Town and Parish Websites to proceed and also ask the cost of Parish Council emails for Councillors.

86.3 North Devon Coast National Landscape. The Joint Manager would like to attend the December 2024 meeting to give a brief presentation, discuss the topics raised and have a question and answer session. This is scheduled to last for 20 minutes and members of the public are particularly welcome to attend.

Action: Clerk to book the main Hall.

86.4 Emergency Planning. Councillors have been circulated with details and the Parish's Emergency Plan has been provided to TDC by the Clerk, as requested by the Chairman.

A reply had been received from TDC, noting that the document was a Risk Management Strategy, rather than an emergency plan - though it covers some of what would be in an Emergency Plan.

It was suggested that any Community Response Team that may have been started in 2020 might now have evaporated given the passage of time and Covid interrupting normal business.

If the council voted to update the Risk Management Strategy or develop a plan and/or Community Response Team, TDC would support the Parish Council and could also help with both production of the plan and engaging members of the community.

Action: Clerk to ask TDC for help with an Emergency Plan.

86.5 Devon Communities Together. Free support available for rural housing.

It was felt that the situation should be referred to the November meeting after details of the forthcoming Budget were known.

Action: Clerk to reply to the sender of the email and include on the November Agenda.

86.6 Kier. Email circulated to Councillors on 25/9/24 regarding proposed streetworks involving water meters. No objections were raised and Kier has been advised accordingly.

87. Highways.

87.1 Councillor Garnett spoke about vehicles hitting the traffic calming posts near his property, and the fact there was no sign on a post nearby.

Action: Clerk to request Highways to renew the reflective tape on posts going down the hill, and fix a sign on the post going up the hill.

Action: Councillor West to report potholes previously reported.

88. Matters Raised by Councillors / Clerk.

88.1 Councillor West advised that the notice board in Wrinkleberry Lane looks in poor condition.

Action: Councillor Tucker to cut the vegetation around it.

Action: District Councillor Harding, who originally made it, to refurbish it.

Action: To be an item on the November Agenda.

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

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

91. Date of next meeting: Tuesday, 12 November 2024 in Clovelly War Memorial Parish Hall at 7.30pm during which the 2025/26 Budget and Precept will be set.

The meeting ended at 8.28pm.

Summary of Decisions:

- Minutes of the Parish Council Meeting held on 10 September 2024
- Payments, including a donation of £50.00 to the Royal British Legion for a Poppy Wreath
- Planning
- For the Parish Council website's domain name to be amended to a .gov.uk version

Chairman

Date