

CLOVELLY PARISH COUNCIL



Parish Clerk: Mrs Sue Squire
Haxlea, 2 Threeways, Bratton Fleming, Barnstaple, Devon, EX31 4TG
01598 710526 clovellypc@gmail.com

TO ALL COUNCILLORS:

You are hereby summoned a **Parish Council Meeting** in Clovelly War Memorial Parish Hall on Tuesday, 8 July 2025 at 7.30pm. The Agenda is detailed below.

Sue Squire, Parish Clerk 3 July 2025

1. **Co-option of Parish Council to fill the vacant seat on the Parish Council.**
An expression of interest to be co-opted has been received and circulated to Councillors. To agree the co-option.
2. **Representations from the public limited to 3 minutes in line with DCC & TDC.**
3. **Apologies.** Councillors Mrs V Foster, C Huxtable.
4. **Declarations of Interest**
5. **Approval of the Parish Council Meeting Minutes held on 10 June 2025.**
6. **Reports from County & District Councillors, defibrillator checks.**
7. **Finance.**
- 7.1 **Payments. To approve the following payments.**

Mrs S Squire July Salary (£243.54) and Expenses (£28.30)	£271.84
PAYE	£60.80
St John Ambulance Supplies. Replacement pads for Parish Hall defibrillator	£95.94
Westcotts. 2024/25 Internal Audit Fee.	£336.00
<u>2025/26 Grants.</u>	
Citizens Advice	£100.00
Clovelly Archive	£100.00
Hartland Clovelly AFC	£100.00
North Devon Record Office (South West Heritage Trust)	£100.00
- 7.2 **2024/25 Audit.** This has been completed with no issues raised.
- 7.3. **Internet Banking.** Update on current position.
8. **Matters Arising from the Minutes of 10 June 2025.**
- 8.1 **White lining.** This had been done on the road to Clovelly but not the junctions.
9. **Clerk's Actions:** Defibrillator Report sent to The Circuit; Dealt with payments; contacted TDC Enforcement about the concrete blocks which had not been dressed (Item 10 refers); sent three enquiries to Highways; contacted Town & Parish Websites regarding the amendment of the website to a .gov.uk to comply with regulations from 2026.
10. **Planning & Planning Correspondence.** The concrete holding poles near the Lime Kiln have been dressed with stone to comply with enforcement details.
11. **Correspondence:**
- 11.1 **North Devon Coast National Landscape – Funding Opportunities.**
- 11.2 **South Western Ambulance Charity.** Letter requesting a donation towards the conversion & equipping of a second Community Response Vehicle in North & East Devon.
- 11.3 **Holsworthy Motorclub Roger Pole Taw & Torridge Trial 14/9/25** going through the Parish.
- 11.4 **TDC.** Consultation on the future of local government in Devon running until 11/8/25.
12. **Highways.** Road Warden & other correspondence will be advised.
13. **Matters Raised by Councillors / Clerk.**
- 13.1 **Clerk's Leave.** 30/7/25 – 18/8/25 and 22/8/25.
14. **Any matters raised under Public Participation for further consideration**
15. **Urgent items raised at the discretion of the Chairman.**
16. **Date of next meeting:** Tuesday, 9/9/25 in Clovelly War Memorial Parish Hall at 7.30pm.