

Minutes of Clovelly Parish Council Meeting held on Tuesday, 10 June 2025 in Clovelly War Memorial Parish Hall at 7.30pm.

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

2 Members of the public

County Councillor R Julian

Mrs S Squire, Parish Clerk

Councillors who were not present at the May Meeting completed and signed their 2025/26 Register of Interests.

- 23. The Chairman read and signed the Declaration of Acceptance of Office, following his election at the Annual Parish Council Meeting on 13 May 2025, but was unable to do this at the time, due to him being absent.**

Councillor West thanked Councillor Huxtable for chairing the meeting.

- 24. Representations from the public limited to 3 minutes in line with DCC & TDC.**

- 24.1 Email for noting, circulated to Councillors on 16/5/25:** Formal complaint against TDC Public Officers, Elected District Councillors and Torridge MP.

- 25. Apologies.** Councillor Slee, District Councillors Dart.
District Councillor Harding's email of apology was not seen until after the Clerk returned home.

- 26. Declarations of Interest.**
Councillor Mrs Foster has a Dispensation in respect of matters relating to Clovelly Estate.

- 27. Approval of the Annual Parish Council Meeting Minutes held on 13 May 2025.**

Approved and signed as a correct record.

Proposed by Councillor Garnett.

Seconded by Councillor Sanders and unanimously agreed.

- 28. Reports:**

- 28 County Councillor R Julian.**

He and fellow Councillors were disappointed with the current leader of the Council. Committees had been set up and meetings cancelled with no reason given. This is being followed up as Councillors wish to pursue their role and the work within it.

Regarding Highways, it was suggested that problems were reported online. If no satisfactory outcome is received, parishioners should contact County Councillor Julian, supplying a photograph of the problem in question, which he will then forward to the Neighbourhood Highway Officer for the area.

- 28.2 District Councillors Mrs A Dart, S Harding and Shirley Ann Andrews.**

District Councillor Dart's written Report for May had previously been circulated to Councillors.

- 28.2.a The following Report was received and read on behalf of the RNLI.**

For future years, this type of Report will be given at the Annual Parish Meeting. Clovelly Lifeboat has a long and illustrious history of saving lives at sea, starting in 1870 and still operating today with its Atlantic 85 inshore rescue craft. This was mostly as part

of the RNLI apart from a period when the powers that be decided to remove the boat from Clovelly. During this period and seeing the need still existing, Clovelly funded an independent Lifeboat until the RNLI returned to Clovelly.

All of the crew are volunteers, who give freely of their time and are prepared to put their own lives at risk in order to save the lives of those in distress. Fortunately the intensive training carried out ensures that the risk is reduced as far as possible.

This training comes at a substantial cost and each RNLI Station is tasked with raising most of this themselves, and for Clovelly, this is £30,000 per annum. The Station is grateful therefore for the Grant money given by the Parish Council.

An enthusiastic group of fundraisers, mostly behind the scenes, run a variety of events to raise funds. These include teas and cakes in the boathouse, tombola, raffles and auctions, along with suppers and lunches, street collections, barbecues and quizzes. Many local businesses also have our collection boxes. Christmas Lights is usually a major fundraiser for Clovelly but this year the Clovelly Cobble Wobble was able to boost our income, the Christmas Lights having been cancelled due to inclement weather. A beautiful patchwork quilt was made by a supporter and raffled to raise funds for Clovelly Lifeboat. People from around the world bought tickets hoping to win it, but in the event the winning ticket was bought by someone from North Tawton.

In addition to the above, we find from time to time that a generous person, often with some connection to Clovelly, has passed sadly away but remembered Clovelly Lifeboat in their will.

Clovelly Lifeboat is indeed fortunate to have such a committed team of crew and supporters.

28.3 Defibrillator Check – Councillors Sanders and Phelps. In order.

Action: Clerk to report to The Circuit (Clovelly Parish Hall device).

29. Finance.

29.1 Payments. The following payments were approved and authorised:

Proposed by Councillor Mrs Foster.

Seconded by Councillor Huxtable and unanimously agreed.

Mrs S Squire	June Salary (£243.54) and Expenses (£25.90)	£269.44
PAYE		£ 60.80
Information Commissioner's Office.	Renewal of Data Protection Fee	£ 52.00

The Clerk had prepared an Authorisation of Payment Schedule for signature and details of the Clerk's hours / payments to provide additional scrutiny.

29.2 Online Banking. The Clerk advised that the bank was searching for the paperwork to be able to give an update on the position.

29.3 2024/25 Audit. The Clerk advised that the accounts and other paperwork was currently with Westcotts Accountants for the internal audit to be carried out.

30. Matters Arising from the Minutes of 13 May 2025.

Covered elsewhere in the meeting.

31. Clerk's Actions: Defibrillator Report sent to The Circuit; Dealt with payments; ordered tarmac for the Road Warden from DCC Highways.

32. Planning & Planning Correspondence.

32.1 Enforcement Issue. Concrete blocks at the Limekiln. TDC Enforcement Department has advised that following discussions with Clovelly Estate, the concrete blocks have been dressed in stone and over time will blend in with the harbour. TDC considers the matter has been resolved and the case has been closed.

Action: Clerk to advise TDC Enforcement Department that the work had not been done and that the file should not be closed until it has.

33. Correspondence:

33.1 Town & Parish Websites. Details given that all Councils must have a .gov.uk website for when the 2025/26 AGAR is completed this time next year.

The cost is £60 per annum for the .gov.uk domain name fees and there is an additional charge of £60 to configure the website to work with the new domain.

If the Parish Council wishes to retain it's existing domain name and forward that to the new .gov.uk domain, the cost would be £25 per annum.

Councillor West proposed that the domain name is changed to clovellyparishcouncil.gov.uk with a link from the current website.

Seconded by Councillor Mrs Foster and unanimously agreed.

34. Highways.

Councillor Mrs Foster asked for a letter to be sent to Highways regarding the delay in supplying tarmac to the Road Warden, ordered by the Parish Clerk after the last meeting.

An enquiry to be sent to Highways asking when the white lines are going to be painted on the road leading to Clovelly from the roundabout on the A39.

Councillor Huxtable spoke about the B3248 at Hartland which had recently been resurfaced. It was considered that the road did not require this as it was in a good state. The cost of the resurfacing to be enquired from Highways

Action: Clerk to send the above three questions from Highways.

35. Matters Raised by Councillors / Clerk.

Councillor Mrs Foster gave a vote of thanks to County Councillor Julian of keeping the Parish Council informed of what is and is not happening at County level.

36. Any matters raised under Public Participation for further consideration.

None.

37. Urgent items raised at the discretion of the Chairman.

The Road Warden wishes to fill potholes on the Burford to Kennerland Cross road on the Clovelly / Woolsery boundary.

Action: Councillor West to provide a map to the Road Warden giving the boundary details.

38. Date of next meeting: Tuesday, 8/7/25 in Clovelly War Memorial Parish Hall at 7.30pm.

The meeting ended at 8.15pm.

Councillor Mrs Foster gave her apologies in advance.

Summary of Decisions:

- **Minutes of the Annual Parish Council Meeting held on 13 May 2025**
- **Payments**
- **Website to be changed to comply with new regulations from next year**

Chairman

Date