

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, 11 November 2025 at 7.30pm. The Agenda is detailed below.

Sue Squire, Parish Clerk 4 November 2025

1. **Representations from the public limited to 3 minutes in line with DCC & TDC.**
2. **Apologies.**
3. **Declarations of Interest**
4. **Approval of the Parish Council Meeting Minutes held on 14 October 2025.**
5. **Reports from County & District Councillors, defibrillator checks.**
- 5.1 **County Councillor Julian's Report to include the following information:**
 - ⇒ Requirement for the Road Warden to take before and after pictures of pothole repairs, the details of which have been forwarded by the Clerk, as arranged.
 - ⇒ 4 items listed in an email from the Clerk dated 18/7/25
 - ⇒ White lines at junctions and planned top dressing will remove lines recently painted.
6. **Finance.**
- 6.1 **The Chairman will suggest that the Parish Council joins the Devon Association of Local Councils at a subscription of £155.25 (which includes reclaimable VAT of £20.25).**
- 6.2 **Payments. To approve the following payments.**
- 6.2.1. **Mrs S Squire November Salary £243.54 and Expenses £21.70 £265.24**
To reissue cheque number 001175, due to a problem with the details. £510.28
- 6.2.2. **PAYE. £60.80**
- 6.2.3 **Clovelly Parish Hall. Hiring fee for Cyber Security Talk on 4/3/26. £24.00**
- 6.2.4. **Cllr C West. Reimbursement for visibility mirror. £46.99**
- 6.2.5 **Devon Association of Local Councils. Subscription. £6.1 refers**
- 6.23 **Internet Banking. Update on current position.**
- 7.3 **To set the 2026/27 Precept and Budget.**
Part of this process will be a review of the Clerk's salary, when everyone except Parish Councillors will leave the room for this personnel item.
- 7.4 **To note that the second tranche of the 2025/26 Precept, amounting to £2,375.00 has been credited to the Parish Council's bank account by TDC.**
8. **Matters Arising from the Minutes of 14 October 2025.**
 - HELLA Publication Call for Sites and TDC's reply circulated to Councillors;
 - Cllr Mrs Colwill - Household Fund; Visibility Mirror;
 - Freedom of Information Act Request regarding lifejackets, small boats & engines. The Foreign Office advised that the Home Office should be contacted, which had been done, and the reference given is FOI2025/14138. A full response is expected by 17/11/25.
9. **Clerk's Actions where not included elsewhere: Defibrillator Report; Payments; Remembrance Sunday Representative given to the coordinator.**
10. **Planning & Planning Correspondence. None at the time of preparing the Agenda.**
11. **Correspondence:**
- 11.1 **North Devon Council and Torridge District Council – updated five year housing**

land supply (statement) October 2025.

Email circulated to Councillors on 30/10/25 refers.

- 12. Highways.**
- 13. Matters Raised by Councillors / Clerk.**
- 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, 9/12/25 in Clovelly War Memorial Parish Hall at 7.30pm.