

Minutes of Clovelly Parish Council Meeting held on Tuesday, 14 October 2025 in Clovelly War Memorial Parish Hall at 7.30pm.

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

County Councillor R Julian

One member of the public

Mrs S Squire, Parish Clerk

67. Representations from the public.

67.1 The Road Warden advised that it would not be possible for him to take pictures of the potholes he has repaired, requested by DCC Highways, as he does not have a smartphone.

It was suggested that he advises Councillors and the Clerk of the location, so that Councillors can take a picture and send to the Clerk for submission.

Action: County Councillor Julian considered this to be an unsatisfactory arrangement and he would follow it up with Highways to address the fact that not everyone has the technology to provide before and after photographs. Minute No. 71.1 refers.

68. Apologies. District Councillor S Harding.

69. Declarations of Interest

Councillors Mrs Foster and P Slee have a Dispensation regarding matters relating to Clovelly Estate.

Councillor Huxtable declared a Prejudicial Interest in Minute No. 71.1, Finance, relating to a payment in reimbursement to him for purchasing plants / compost for the village planters.

70. Approval of the Parish Council Meeting Minutes held on 8 September 2025.

Approved and signed as a correct record.

Proposed by Councillor Tucker.

Seconded by Councillor Garnett and unanimously agreed.

71. Reports:

71.1. County Councillor R Julian.

He had received a grant request from the RNLI towards replacement Christmas lights, the former ones having been destroyed in last year's storm.

The amount required would need to be more specific and during this item, Councillor Mrs Foster received a text to say that £400.00 had been awarded.

There was some confusion over this as County Councillor Julian had not progressed the grant due to the reasons given.

County Councillor Julian was concerned about the requirements for the Road Warden to supply pothole pictures.

Action: The Clerk to send him the details received from DCC Highways for him to follow up.

He had attended numerous remotely held meetings, some of which discussed building more houses and the resulting infrastructure problems.

There was money for A and B classed roads, and minor roads.

A HATOC (Highways and Traffic Order Committee) meeting was planned shortly.

There is to be a meeting regarding adult and social care scrutiny which will discuss foster carers who do not have a good deal to look after children and Committee Members want to ensure there is a balance as regards finance. As regards the Clerk's email to him dated 18 July listing four Highways issues, he advised that DCC had not responded and would follow this up.

Action: County Councillor Julian.

Parishes can have a 20mph reduced speed sign but would have to pay for them. The Clerk asked for clarification as to whether this was through DCC Highways or the '20's plenty' scheme, and the latter was confirmed.

At the July meeting, Councillor Mrs Colwill raised the Household Fund and enquired about the surplus amount and what would happen to it. County Councillor Julian had not been able to ascertain any information, but the Clerk had investigated, initially via DCC and when an insufficient explanation was given, she asked for further information through a Freedom of Information Request.

The paperwork was handed to Councillor Mrs Colwill who would report back at the next meeting.

Action: Councillor Mrs Colwill to advise the details.

71.2 District Councillors. None present. District Councillor Harding had sent apologies.

71.3 Defibrillator checks. In order.

Action: Clerk to submit report to The Circuit in respect of the Parish Hall device. Councillor Phelps to submit report to the Circuit in respect of the device on the wall of The New Inn.

72. Finance.

72.1 Payments. To approve the following payments.

Action: Clerk to make the payments.

Councillor Huxtable declared a Prejudicial Interest, left the room and did not take part in the discussion decision or voting thereon.

Proposed by Councillor West.

Seconded by Councillor Sanders and agreed.

72.1.1. Mrs S Squire October Salary £243.54 and Expenses £21.70 **£265.24**

72.1.2. PAYE. **£60.80**

Proposed by Councillor Garnett to give a donation of £50.00.

Seconded by Councillor Mrs Colwill and agreed.

72.1.3. Royal British Legion Poppy Wreath. Donation **£ 50.00**

A receipt for the following was presented at the meeting.

72.1.4. Councillor C Huxtable. Reimbursement for plants/compost for Village planters, previously agreed up to a limit of £50.00. **£44.85**

72.2 Internet Banking. The Clerk advised that on contacting Lloyds Bank to enquire the position of the new account, she was told that all new applications had been withdrawn due to a fault in the computer system, and that no new applications were being accepted. It was anticipated that the fault would be corrected by the end of October and it was suggested that she contacts the bank again then to ascertain the position.

The bank confirmed that it had not advised any organisations that their applications

had been withdrawn and the details destroyed, nor the fact that it would be necessary to go through a telephone application again.

The Clerk had pointed out that had she not enquired, the Parish Council would have continued to wait for confirmation that the account had been set up, unaware that it was not progressing due to a failure on their part, for which apologies were given.

- 72.3 2024/25 Audit.** Confirmation from external auditor P K F Littlejohn LLP that the Parish Council has been registered as exempt as income and expenditure was less than the threshold of £25,000 when an external audit is required.

- 72.4 It was noted that the second tranche of the 2025/26 Precept, amounting to £2,375.00 had been credited to the Parish Council's bank account by TDC.**

73. Matters Arising from the Minutes of 9 September 2025.

- 73.1** Clerk had invited organisations to apply for a grant in respect of 2026/27.

- 73.2. Town and Parish Websites had been requested to set up the Clerk's new email address to comply with legislation. clerk@clovellypc.org.uk**

- 73.3 Cyber Security presentation arranged for Thursday, 5/3/26 in the Parish Hall, for which the invoice has been received.**

Woolsery, Parkham and Hartland Parish Councils had been invited.

Action: The invoice to be included on the November Agenda for payment.

- 73.4 Clerk had reported no derestriction sign on the back road to Hartland.**
This had been done.

- 73.5 Visibility Mirror – Councillor West had purchased and brought it to the meeting.**

Action: Councillors Slee and Tucker to liaise regarding fixing and cutting hedge.

Councillor West to forward the invoice to the Clerk for the payment to be approved at the November meeting.

- 73.6 Bulbs for planters – Councillor Huxtable.** Purchased and paid for.
Minute No. 72.1.4 refers.

- 74. Clerk's Actions:** Defibrillator Report sent to The Circuit; Dealt with payments;

- 75. Planning & Planning Correspondence.** None.

- 76. Correspondence:**

- 76.1 North Devon Coast National Landscape (AONB) Draft Management Plan Public Consultation (until 27/10/25).** Email forwarded to Councillors on 18/9/25.

- 76.2 TDC. TDC Housing and Economic Land Availability Assessment Publication (HELLA) and Call for Sites.** Email circulated to Councillors on 18/9/25. This item forms a key part of TDC and NDC's on-going work to prepare an update to the joint North Devon and Torridge Local Plan, as part of the People and Place Project.

Councillor Huxtable commented that he did not see the point of trying to identify more land, as in Bradworthy, three new small housing estates had been built, where there was a struggle to sell the properties, which have now been sold to Birmingham Metropolitan Council.

Proposed by Councillor Mrs Foster to respond to TDC's Call for Sites as follows: 'Why do you want more sites as we are already over building for the local population in the area to take up and subsequently large housing buyers are coming from Councils in other parts of the country.'

There is concern that houses are being sold to large Councils on a large scale, such as Birmingham Metropolitan Council and Manchester Metropolitan Council.'

Seconded by Councillor Huxtable and unanimously agreed.

Action: Clerk.

76.3 TDC. Annual Rough Sleeper Estimate in November. Details circulated to Councillors on 24/9/25.

76.4 Woolsery Parish Council Chairman has taken pictures of the signs for Clovelly Filling Station which are looking in poor condition and is in correspondence with the TDC Conservation Officer in this regard. This is for information only.

The following details had been received after the publication of the Agenda:

76.5 Better Housing Better Health. This is a not-for-profit service run by the National Energy Foundation, working to help residents living in or at risk of living in fuel poverty to access advice and support. It is a service that is free of charge and open to all residents experiencing issues with keeping warm at home.

As part of the service, they have a helpline that is free to call where the team can give valuable tips on how to stay warm at home, sign up those in need of additional support to the Priority Services Register and access grants for energy efficiency measures.

The Freephone number is **0800 107 0044**.

77. Highways.

Councillors had noticed marks over the road leading from Clovelly Cross to the village.

County Councillor Julian advised this was for the road to be top dressed.

Action: County Councillor Julian to follow up with Highways the fact that the white lines had only recently been painted on the road, which will be covered up as a result of the top dressing, and having to be repainted, and to ensure that the white lines at junctions are painted, for which a request had previously been made.

78. Matters Raised by Councillors / Clerk.

78.1 Remembrance Sunday – 9/11/25. An invitation to lay a Poppy Wreath at the War Memorial has been received and a Councillor is required to represent the Parish Council.

Councillor Huxtable offered to do this.

Action: The Clerk to advise Mrs West, coordinator of the event.

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

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

80.1 Councillor Mrs Foster had sent a hand written to several MPs and the Daily Mail regarding the outcome of the 32,000 lifejackets and 500 small boats with their engines which had been confiscated when people trying to cross the English Channel had been rescued.

The Daily Mail had not printed her letter, but had made reference to the item in a later edition.

A reply from the office of Sir Geoffrey Cox MP KC had advised that the matter was in the hands of the Coastguards. This was felt to be unsatisfactory and an inadequate reply.

Action: The Clerk to send a Freedom of Information Act Request to HM Government's Home Office and Foreign Office as a matter of concern as to what had happened to the items and, if not destroyed or returned to France, the storage location.

80.2 County Councillor Julian advised of a proposed solar farm stretching from Holsworthy Beacon to Pyworthy.

This involved 17 farms and would consist of 2,750 solar panels, covering 1,112.886 hectares about which there was a lot of opposition.

As there is not enough room for battery storage, the proposal is to build pylons to carry the electricity away.

Sir Geoffrey Cox MP KC was to attend a meeting regarding the proposal.

The proposed planning application would, due to the size, bypass TDC and DCC and be dealt with by the Secretary of State.

County Councillor Julian also mentioned another solar farm, straddling the TDC and North Devon Council areas involving 170 acres of solar panels. He commented that TDC 'had given its blessing on it' and the Clerk then advised that a large area of this particular solar farm – Bulworthy with an additional Battery Energy Storage System (BESS) was in one of the North Devon Council Parishes where she is Parish Clerk and went on to say that as a 49.9MW solar farm, because two authorities were involved, nine Councillors from the Planning Committee of each authority would sit on the Committee to determine it.

North Devon Council had chosen its nine Councillors but TDC had not yet done this.

A separate planning officer is to be recruited to deal with the application which is not expected to be determined until well into 2026.

A substantial amount of additional information, such as surveys and reports, are still to be submitted.

81. Date of next meeting: Tuesday, 11/11/25 in Clovelly War Memorial Parish Hall at 7.30pm. This will include setting the 2026/27 Budget and Precept.

The meeting ended at 8.34pm.

Summary of Decisions:

- **Minutes of the Parish Council Meeting held on 8 September 2025**
- **Donation of £50.00 to the Royal British Legion**
- **Payments**
- **Reply to the TDC Housing and Economic Land Availability Assessment Publication – Call for Sites**

Chairman

Date