

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, 10 March 2026 at 7.30pm. The Agenda is detailed below.

Sue Squire, Parish Clerk 3 March 2026

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 10 February 2026.**
5. **Reports from County & District Councillors, defibrillator checks.**
6. **Finance.**
 - 6.1 **Payments. To approve the following payments.**
 - 6.2.1 **Mrs S Squire**

March Salary	£243.74	
Expenses (photocopying, stationery, broadband, mileage. £ 64.20		£307.94
 - 6.2.2 **HM Revenue and Customs. PAYE. March 2026** **£ 60.80**
 - 6.3 **Internet Banking.**
 - 6.4 **2026/27 Audit.** To agree that Westcotts Accountants of Barnstaple are appointed to carry out the Internal Audit.
7. **Matters Arising from the Minutes of 10 February 2026.**
 - Cllr Mrs Colwill - Household Fund
 - Quotation for the repair of Dyke Green Bus Shelter and progression of funding from County Councillor Julian's Locality Grant to pay for this in the 2026/27 financial year.
8. **Clerk's Actions where not included elsewhere:**
 - ⇒ **Defibrillator Report sent to The Circuit and request that Councillor Phelps has access to send the monthly reports**
 - ⇒ **Payments**
 - ⇒ **Reported potholes and flooding.** The trench across the road outside Woolsery Primary School has been repaired.
 - ⇒ **Advised Crime Stoppers that it's request for a donation of £200.00 had not been agreed**
 - ⇒ **Advised Mr N Wonnacott that his grass cutting contract was accepted**
9. **Planning & Planning Correspondence.**
10. **Correspondence:**
 - 10.1 **Vacancy on the Parish Council.** No request for a by-election was received by TDC and the Parish Council can advertise the vacancy by co-option. A poster has been prepared and the details are also on the website.
11. **Highways.**
12. **Matters Raised by Councillors / Clerk.**
 - 12.1 **Facebook.** A volunteer is required to upload items.
 - 12.2 **Clerk's Leave.** 13/3/26 and 23/4/26 – 28/4/26 inclusive.
13. **Any matters raised under Public Participation for further consideration**
14. **Urgent items raised at the discretion of the Chairman.**
15. **Date of next meeting:** Tuesday, 14/4/26 in Clovelly War Memorial Parish Hall at 7.30pm. This will commence with the Annual Parish Meeting.