

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, 14 April 2026 on the rising of the Annual Parish Meeting.
The Agenda is detailed below.

Sue Squire, Parish Clerk 7 April 2026

1. **Co-option of Parish Councillor.** No Expressions of Interest have been received at the time of preparing the Agenda.
2. **Representations from the public limited to 3 minutes in line with DCC & TDC.**
3. **Apologies.** Councillor P Slee.
4. **Declarations of Interest**
5. **Approval of the Parish Council Meeting Minutes held on 10 March 2026.**
6. **Reports from County & District Councillors, defibrillator checks.**
7. **Finance.**
 - 7.1 **Payments. To approve the following payments.**
 - 7.2.1 **Mrs S Squire**

April Salary	£250.84	
Expenses (photocopying, broadband, mileage.	£ 31.18	£282.02
 - 7.2.2. **HM Revenue and Customs. PAYE. April 2026** **£ 62.60**
 - 7.2.3 **Town and Parish Websites. Transfer of email address from a Gmail format to a .org.uk to comply with new regulations** **£82.50**
Pro rata amount.
 - 7.2.4 **DALC 2026/27 renewal of subscription** **£163.34**
 - 7.3 **Banking.** An update on the new account / internet banking will be given.
8. **Matters Arising from the Minutes of 10 March 2026.**
 - 8.1. **Cllr Mrs Colwill - Household Fund**
 - 8.2 **Cllr West - 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.**

To note that the contractor has inspected the structure and considers it is beyond repair.
To decide whether to replace it.
 - 8.3 **Cllr West – mobile signal at the Parish Hall in connection with the defibrillator.**

The mobile signal has been checked and found to be acceptable to enable potential users of the defibrillator to telephone the ambulance service to obtain the Code.
To decide if the cabinet should be locked with a Code to open it to prevent it being continually opened and at risk to damage.
 - 8.4 **Cllr Mrs Colwill – new Parish Council Facebook page**
9. **Clerk's Actions where not included elsewhere:**
 - ⇒ **Defibrillator Report sent to The Circuit and email correspondence with South West Ambulance Service Trust regarding Councillor Phelps having access to send monthly reports in respect of the device at The New Inn**
 - ⇒ **Payments**

⇒ **Advised DCC Highways of the What3Words reference for the flooding at Hollaford Road.** The details have been sent to the team for an assessment which should be completed by 23/4/26.

10. Planning & Planning Correspondence. None at the time of preparing the Agenda.

11. Correspondence.

11.2 Devon Association of Local Councils. In Bulletin 18, there is a Local Council Weed Management Survey for completion. To discuss further with a view to a Councillor completing the Survey (takes about 10 minutes).

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, 12/5/26 in Clovelly War Memorial Parish Hall at 7.30pm.

This will be the Annual Parish Council Meeting to include the Election of Chairman, Vice Chairman, approval of compliance / policies, year end accounts and the Annual Return.