

CLOVELLY PARISH COUNCIL



Parish Clerk: Mrs Sue Squire
Haxlea, 2 Threeways, Bratton Fleming, Barnstaple, Devon, EX31 4TG
01598 710526 clerk@clovellyparish.org.uk

TO ALL COUNCILLORS:

You are hereby summoned to a Parish Council Meeting in Clovelly War Memorial Parish Hall on Tuesday, 14 July 2026 at 7.30pm.

The Agenda is detailed below.

Sue Squire, Parish Clerk 7 July 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 Annual Parish Council Meeting Minutes held on 9 June 2026.**
5. **Reports:**
 - 5.1 **County Councillor R Julian**
 - 5.2 **District Councillors Mrs A Dart, S Harding and Shirley Ann Andrews**
 - 5.3 **Defibrillator Check – Councillors Sanders and Phelps.**
Councillor Mrs Colwill to confirm the Code has been posted on Facebook.
6. **Finance.**
 - 6.1 **Payments. To approve the following payments.**

Mrs S Squire July Salary (£250.84) and Expenses (£22.85)	£273.69
Mrs S Squire Aug Salary (£250.84) and Expenses (£2.00)	£252.84
PAYE – July 2026	£62.60
PAYE – August 2026	£62.60

The August payments will be made on 11/8/26 (2nd Tuesday, as per usual meetings)

Westcotts Chartered Accountants. 2025/26 Internal Audit Fee	£354.00
Information Commissioner's Office. Data Protection Registration by D/D.	£47.00
 - 6.2 **Banking.** Cllr West has transferred further funds from the NatWest account to Lloyds.
 - 6.3 **2025/26 Audit.** To note that the internal audit has been carried out by Westcotts Chartered Accounts. No issues were raised and all paperwork was in order.
The Certificate of Exemption has been submitted to external auditor P K F Littlejohn LLP which has been acknowledged.
7. **Matters Arising from the Minutes of 9 June 2026.**
 - 7.1 **Significant road defect on the A39 near The Milky Way.** Current position to be advised.
 - 7.2 **Green Dyke Bus Shelter.** To receive an update on the present position.
 - 7.3 **Planter near the Clovelly Roundabout.** Councillor West to report on his enquiries.
8. **Clerk's Actions:** Defibrillator Report sent to The Circuit; Dealt with payments online; reminded TDC for details of extra payment for residents if Precept was increased – which has been received and circulated; sent response to TDC regarding the Local Plan enquiry; TDC has confirmed the new bank account details have been noted; completed Road Warden questionnaire.
9. **Planning & Planning Correspondence.**
10. **Correspondence.**
 - 10.1 **North Devon and Torridge Local Plan Scoping Consultation running from 30/6/26 – 11/8/26.** Circulated to Councillors on 6/7/26. To discuss a response.
 - 10.2 **North Devon Record Office.** Invitation to visit the North Devon Record Office on 27/7/26.
11. **Highways.**
12. **Matters Raised by Councillors / Clerk.** Cllr West – Wrinkleberry Lane sweeping.
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, 8 September 2026 in Clovelly War Memorial Parish Hall.
There will be an August recess.