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, 13 October 2026 at 7.30pm.
The Agenda is detailed below.

Sue Squire, Parish Clerk
(On leave from 1/10/26 to 13/10/26 inclusive)
30 September 2026

1. Representations from the public limited to 3 minutes in line with DCC & TDC
2. Apologies. Mrs S Squire, Parish Clerk
3. Declarations of Interest
4. Approval of the Parish Council Meeting Minutes held on 8 September 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.

6. Finance.
6.1 Payments. To approve the following payments.
Mrs S Squire Oct Salary (£250.84) and Expenses (£3.40). **£254.24**
PAYE – October 2026 **£62.60**
6.2 Banking. The balance of the Lloyds Bank account will be given as at 30/9/26.
6.3 TDC. Notification that the second tranche of the Precept amounting to £2,500.00 will be credited to the Parish Council's bank account in 4 days as at 28/9/26.

7. Matters Arising from the Minutes of 8 September 2026.
7.1 Green Dyke Bus Shelter. To receive an update on the present position.
7.2 Maintenance of Wrinkleberry Lane. Councillors West and Phelps to report on conversations with Mr N Wonnacott and local contractors in the village regarding a quotation to carry out the work.
7.3 People being questioned about their reasons for being near the Parish Church. Councillor West to report on his conversation with Clovelly Estate.

8. Clerk's Actions:
- Defibrillator Report sent to The Circuit
- Uploaded approved July 2026 Minutes to the website
- Emailed County Councillor Julian regarding road closure for night time working on the A39 where no work was being done
- Dealt with payments online
- Submitted a Locality Grant application for funding to carry out maintenance at Wrinkleberry Lane from County Councillor Julian's allocation
- Advised the North Devon Coast National Landscape that a presentation was not required
- Updated the Emergency Plan to include details of emergency shelters
- Reported potholes off the B3248 Hartland to Nethervelley Farm and also contacted County Councillor Julian in this regard (reference number W262024780 refers – reply

received that whilst Highways are aware that the general condition of the road is not as expected, no repairs will be carried out at this time. Subsequently, Councillor Huxtable advised that 3 potholes had been marked for repair and when doing so, was told there were no funds for a new road.

- Prepared a set of skeleton Minutes for use at the October 2026 meeting by Councillor Phelps who had offered to take the Minutes in the absence of the Clerk.

9. Planning & Planning Correspondence.

10. Correspondence.

11. Highways.

12. Matters Raised by Councillors / Clerk.

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, 10 November 2026 in Clovelly War Memorial Parish Hall at 7.30pm.
This will include setting the 2027/28 Budget and Precept.