

## **Minutes of Clovelly Parish Council Meeting held on Tuesday, 15 July 2026 in Clovelly Parish War Memorial Hall at 7.30pm.**

**Present:** Councillor C West (Chairman), Councillors Mrs G Colwill, D Garnett, C Huxtable, N Sanders, P Slee.

County Councillor R Julian during Minute No. 43.2

District Councillor Harding

0 Members of the public

Mrs S Squire, Parish Clerk

**39. Representations from the public.**

**Councillor Garnett informed the meeting that he had received an email from the Road Warden.** It advised that potholes were being repaired and he required a further supply of tarmac.

This item was discussed under Minute No. 45.1 and 49.

**40. Apologies.** Councillors R Phelps and A Tucker.

**41. Declarations of Interest.** None.

**42. Approval of the Parish Council Meeting Minutes held on 9 June 2026.**

**Approved and signed as a correct record after it was noted under Minute No. 29.2 that the correct description of the bus shelter was Dyke Green not Green Dyke.**

**Proposed by Councillor West**

**Seconded by Councillor Huxtable and unanimously agreed.**

**Action: Clerk to upload the approved Minutes to the Parish Council website.**

**43. Reports:**

**43.1 County Councillor R Julian**

Following up on a previous report where removal complications had been experienced following a person passing away on the Island, he had written to the NHS and received a reply apologising profusely for the lack of coordination and keeping in touch with the relatives of the deceased, and the Lundy Island Manager. He had requested this to be put in writing.

Councillor Slee commented on the improved surface of the A39 and asked the procedure. He was advised that DCC's 'Dragon Patcher' machine had been used that allows large sections of road to be resurfaced overnight, with road markings being swiftly reinstated. One problem was that the resurfacing has covered the drains which have sunk and this will require rectifying.

Councillor West had noticed the road had been resurfaced from Bucks Cross to Waytown then Hoops Inn to the top of the hill, but the worse area on that stretch of road is full of potholes and road defects. He was advised that before this portion of work can be done, the drains have to be repaired.

Councillor Huxtable had noted that the roads around where he lives had been trimmed, except the entrance to his property which he had lightly trimmed but the vegetation was growing back.

It was suggested that he emailed County Councillor Julian about this.

Councillor Mrs Colwill spoke about the email regarding resurfacing the road leading to Clovelly which, it is understood, to be scheduled for work in November.

Councillor West advised he had submitted a locality grant application to DCC in respect of solar panels on the roof of Clovelly Parish Hall but had only received an acknowledgement. The Clerk advised that the Department was taking 6 – 7 weeks to process the numerous applications received.

#### **43.2 District Councillor Harding.**

At TDC's Annual Meeting, the same Councillors had been re-elected including himself as Chair of Internal Scrutiny.

The Local Government Reorganisation was continuing and a decision by the government was expected shortly. In connection with this, Town Councils' assets were being taken back.

There had been a communication that when the new Prime Minister is in place, the whole scheme may be scrapped.

The proposal for a large AI Data Centre with BESS (Battery Energy Storage System) outside Torrington had received a large amount of objections and public information days had been postponed.

He had attended the North Devon Coast National Landscape, formerly the AONB (Area of Outstanding Natural Beauty) and the vision was shown of how the organisation is planning to obtain funding for the next 3 years, regardless of whether there is a Unitary Council in place or not.

District Councillor Harding is also a Member of the North Devon Biosphere Committee where part of the work involves a Smart Rivers Campaign involving volunteers taking samples and recording in a certain way to ascertain what every river and tributary is doing. The idea of obtaining the information is to work out how to sort out the problems.

There is an External Scrutiny meeting the following day with the Lundy Island Company who have purchased a new boat.

Money being spent at Holsworthy and Bideford. There are plans for Bideford Hospital to be a diagnostic hub offering scans and follow up appointments. Car parking is currently a problem and there are talks to work out how they can share with the Health Centre. The bus service is to be reintroduced.

There had been a talk from a representative of North Devon District Hospital regarding the new build of nurses accommodation, and more are to be built.

#### **43.3 Defibrillator Check – Councillors Sanders and Phelps.** In order.

**Action: Councillor Phelps and the Clerk to send the report to The Circuit.**

Councillor Mrs Colwill confirmed that she had included the Code for the device at Clovelly Parish Hall on the Parish Council's Facebook page – Clovelly Parish Council 2026.

#### **44. Finance.** Budgetary figures circulated for April, May and June were circulated.

##### **44.1 Payments. To approve the following payments.**

**Proposed by Councillor Mrs Colwill.**

**Seconded by Councillor Huxtable and unanimously agreed.**

**Mrs S Squire** July Salary (£250.84) and Expenses (£22.85)

**£273.69**

|                                                               |                |
|---------------------------------------------------------------|----------------|
| <b>Mrs S Squire</b> Aug Salary (£250.84) and Expenses (£2.00) | <b>£252.84</b> |
| <b>PAYE – July 2026</b>                                       | <b>£ 62.60</b> |
| <b>PAYE – August 2026</b>                                     | <b>£ 62.60</b> |

*The August payments will be made on 11/8/26 (2<sup>nd</sup> 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**

Action: Clerk to make the payments by BACS.

Councillor West to transfer further funds from the NatWest account.

- 44.2 Banking.** Councillor West had transferred further funds from the NatWest account to Lloyds.

Lloyds Bank had advised that Statements will no longer be sent in paper form, and will in future be available online.

Balance as at July 2026: £2,698.19.

- 44.3 2025/26 Audit.** It was noted that the internal audit had 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.

#### **45. Matters Arising from the Minutes of 9 June 2026.**

- 45.1 Significant road defect on the A39 near The Milky Way.** The work had been done but the surface was still bumpy.

In connection with road defects:

Action: The Clerk to reply to the Road Warden asking for attention to repair potholes at Wrinkleberry Lane; between the Shop and old Post Office; by the War Memorial and outside Councillor Slee's farm.

To also report a pothole at Clovelly roundabout on the A39.

Councillor West had reported a pothole in the middle of the road opposite the telephone box at Sierra.

- 45.2 Dyke Green Bus Shelter.** Councillor Mrs Colwill advised that Councillor Phelps had provided the paint and she hopes the interior can be repainted by the end of the following week.

- 45.3 Planter near the Clovelly Roundabout.** Councillor West had ascertained the details of the residents who are caring for the planter.

Action: Clerk to send a letter of thanks from the Parish Council.

#### **45. 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 had been received and circulated.

In this connection, Councillor Slee spoke about his idea to have meetings every 2 months from May 2027.

Action: To be an item on the September Agenda.

- Sent response to TDC regarding the Local Plan enquiry
- TDC has confirmed the new bank account details have been noted
- Completed Road Warden questionnaire.

- 46. Planning & Planning Correspondence.** None.
- 47. Correspondence.**
- 47.1 North Devon and Torridge Local Plan Scoping Consultation running from 30/6/26 – 11/8/26.** Circulated to Councillors on 6/7/26.  
**Action:** The Clerk to recirculate the details to Councillors for them to complete the consultation individually.
- 48.2 North Devon Record Office.** Invitation to visit the North Devon Record Office on 27/7/26.
- 49. Highways.**  
**Action:** Clerk to order a further supply of tarmac for the Road Warden.
- 50. Matters Raised by Councillors / Clerk.**
- 50.1** Councillor West – Sweeping of Wrinkleberry Lane.  
The Parish Council's grass contractor had done this work in the past.  
More people are now using it, and technically it is the responsibility of Highways.  
**Action:** Councillor West to make enquiries with Clovelly estate about the required work.
- 51. Any matters raised under Public Participation for further consideration.**  
None.
- 52. Urgent items raised at the discretion of the Chairman.** None.
- 53. Date of next meeting:** Tuesday, 8 September 2026 in Clovelly War Memorial Parish Hall at 7.30pm.  
There will be an August recess.  
The meeting ended at 8.39pm.

**Summary of Decisions:**

- **Minutes of the Parish Council Meeting held on 9 June 2026**
- **July 2026 and August 2026 payments (the August payments being made on what would be the usual day of the meeting when not in a recess)**

---

**Chairman**

---

**Date**