

**Minutes of the June Meeting of Clovelly Parish Council held in the Parish Hall
7.30pm on Tuesday 11th June 2019**

Present: Chairman Cllr C West, Vice Chair Cllr J Davey, Cllrs D Garnett, J Goulding, C Huxtable, N Sanders, P Slee, A Tucker
TDC Councillor Harding
1 member of the public

1. Open Forum – an opportunity for parishioners to bring matters of concern or interest to the attention of the Parish Council
Ms Kim Kilby explained the Talking Benches Project in Clovelly; part of a national project to provide informal places for people to meet to help combat loneliness. Two benches have already been nominated for the Project, one in the main village above the fountain and the other in Peace Park (National Trust)
The Project organisers would like to add a bench in Higher Clovelly and ask that the PC nominate one of the Parish benches. Ms Kilby said that the Gardening Group would decorate and maintain the bench and asked if the PC would fund the associated signage
To be discussed at item 13
The Councillors thanked Ms Kilby for attending and asked to be kept in touch with the progress of the Project
2. Apologies: Cllrs Boughton and Dart (TDC)
3. Declarations of Interest: no declarations made
4. Minutes of the May meeting to be agreed and signed as a correct record of that meeting: proposed that the minutes of the May meeting are approved as a true record: Cllr Goulding; seconded: Cllr Slee; all those attending that meeting in favour
5. Register of Interests – to be held by Torridge District Council: all Councillors completed a register of interests form; Clerk to return to TDC
6. Annual Accounting Statements: for agreement and signing: the Clerk read the Annual Accounting Statements. Proposed that the Accounting Statements are correct: Cllr Davey; seconded: Cllr Garnett; all in agreement
7. Adoption of Annual Accounts and signing of Exemption Certificate; the Clerk circulated copies of the Annual Accounts and explained that smaller authorities with a income and expenditure of less than £25,000 could certify exemption from a limited assurance review (audit)
Proposed to accept the annual accounts as a true record and to sign the Certificate of Exemption: Cllr Goulding; seconded Cllr Tucker; all in agreement
8. Matters arising from Internal Audit of accounts: Parish Council assets; financial risk assessment & financial regulations
A review of the Asset Record was taken: items added defibrillator, DAAT landing lights, new notice board
Clerk to prepare draft financial risk assessment and financial regulation documentation for discussion
9. Parish Council insurance: proposed that DAAT Landing Lights equipment and new notice board be added to insurance: Cllr Slee; seconded Cllr Sanders; all in agreement. Chair to check with Parish Hall Committee about insurance of defibrillator
10. Review of Clerk's salary: Clerk left the room
Proposed that Clerk's salary is increased to new scale point 12 on the National Association of Local Councils scale from 1st July, £11.22 @ hour: Cllr West; seconded Cllr Tucker; all in agreement
Clerk returned to the meeting
11. Matters arising from the May minutes:
 - i) Parish Hall Accounts: accounts for 2016 & 17 received; Clerk to send letter of thanks

- ii) Clovelly A39 roundabout: Merry Harriers have sold 3 of the barrels ordered for the Project and invoice for the remaining 4 presented for payment; Clerk and Cllr Garnett in conversation with Julian Roskilly DCC about alternative designs
12. Hugglepit Memorial budget: £489 remaining in budget; Cllrs Huxtable and Slee to meet at the Memorial and bring suggestions for improvements to next meeting
13. Talking Benches: Proposed that the bench at the Burscott bus lay-by is nominated for inclusion in the Project; Cllr Slee; seconded: Cllr Huxtable; all in agreement. TB Project to be invited to apply for a Community Grant for next year
14. Planning Applications received from TDC for comment:
1/0438/2019/FUL; 2 storey extension, Sierra Hill: no PC Comment
Refused by TDC: 1/1325/2018/LBC, Lundy North Lighthouse replacement lantern glazing
15. Correspondence: request from TDC for information about play areas & open spaces in the Parish:
Clerk to respond
16. Accounts
Account balances: C/A £6,927.70; Reserve £2,862.14
Accounts to pay:
Clerk's salary, May, June & postage: £325.12 & £14.64
S Harding, notice-board at Parish Hall £300.00
Parish Council annual insurance premium: £195.26
Merry Harriers for 4 x planter barrels: £279.98
Proposed to pay the above accounts: Cllr Garnett; seconded Cllr Sanders; all in agreement
17. Highways
18. Reports from County, District and Parish Councillors
The Chair welcomed Cllr Harding to the meeting
Cllr Harding:
has been appointed to two committees; is investigating housing needs in Clovelly
Cllr Goulding:
Wrinkleberry lane has been swept; street lights 5 & 6 not working (reported to DCC); would like an investigation of why removal of bulky items by TDC is not treated in the same way in Clovelly village as elsewhere in the District; Clerk to write to TDC ward councillors
19. Items not already on the agenda, at Chair's discretion: no additional items
20. Date of next meeting: 9th July 2019, 7.30, Clovelly Parish Hall

The Chair closed the meeting at 9.30pm