

# 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 the Annual Parish Council Meeting in Clovelly Parish Memorial Hall on Tuesday, 10 May 2022 on the rising of the Annual Parish Meeting.

The Agenda is detailed below

*Sue Squire*, Parish Clerk 5 May 2022

1. **Councillors to have completed their Register of Members Interests Forms and returned them to the Clerk**
2. **Election of Chairman**
3. **The Chairman to read and sign the Declaration of Acceptance of Office.**
4. **Election of Vice Chairman**
5. **The Vice Chairman to read and sign Declaration of Acceptance of Office.**
6. **Agreement for communications to be received by email**
7. **Representations from the public limited to 3 minutes in line with DCC & TDC**
8. **Apologies**
9. **Declarations of Interest**
10. **Approval of the Parish Council Meeting held on 12 April**
11. **Reports**
- 11.1 **County Councillor J Wilton-Love**

Updates will be given on (1) Additional street light in Wrinkleberry Lane (2) out of date signage

- 11.2 **District Councillors R Boughton, Mrs A Dart and S Harding**

## 12. Finance

- 12.1 **Payments. To approve the following payments:**

Mrs S Squire Salary and expenses	£TBA
HMRC PAYE	£
<b>2021/22 Grants approved at the Parish Council Meeting on 9/11/21</b>	
◆ Clovelly Women's Institute	£125.00
◆ Clovelly Archive	£125.00
◆ Hartland AFC	£125.00
◆ Torridge, West, North & Mid Devon Citizens Advice	£125.00
◆ South West Heritage Trust (North Devon Record Office)	£125.00
◆ 1 <sup>st</sup> Woolserly Scouts	£125.00
◆ Clovelly Football Club	£125.00
◆ RNLI	£125.00

## 12.3.5 NatWest Bank Account

13. **Compliance.** To review and approve the following to be forwarded to Councillors separately:

- ❖ Standing Orders
- ❖ Financial Regulations
- ❖ General Risk Assessment
- ❖ Freedom of Information Act Publication Scheme
- ❖ Equal Opportunities Policy
- ❖ Grant Giving Policy

❖ Data Protection Policy

**14. Matters Arising from the Minutes of 12 April 2022**

**14.1 Clovelly A39 Roundabout – site meeting**

**14.2 The Queen’s Platinum Jubilee.**

Councillor Mrs Foster to advise on the number of children in the Parish

**14.3 Facebook Page – Councillor Sanders**

**14.4 20s Plenty Campaign**

**14.5 Potholes – reported by the Clerk**

**14.6 Painting of telephone box – Councillor Mrs Foster to advise if the Men’s Shed Association are able to undertake this**

**14.7 Replacement signpost at Sierra to Burscott – Councillor West**

**14.8 Grass Cutting – Councillor West to advise when the first cut will be done**

**15. Planning:**

**1/0254/2022/FUL** – Replacement of existing bay window with entrance porch – Four Winds, Higher Clovelly

**1/0417/2022/FUL** – Retention of temporary shelter for 1 additional year further to permission 1/0451/2021/FUL & 1/0452/2021/LBC – Terrance above Lime Kiln, The Quay Clovelly

**16. Correspondence**

**17. Highways**

**18. Matters Raised by Councillors / Clerk**

**19. Any matters raised under Public Participation for further consideration**

**20. Urgent items raised at the discretion of the Chairman**

**21. Date of next meeting: Tuesday, 14 June 2022 in Clovelly Parish Memorial Hall at 7.30pm.**