

# 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 to a Parish Council Meeting in Clovelly Parish Memorial Hall on Tuesday, 11 October 2022 at 7.30pm.

The September Meeting was cancelled as a mark of respect following the death of Her Majesty Queen Elizabeth II.

The Agenda is detailed below.

Sue Squire, Parish Clerk 5 October 2022

Clerk's Leave: 22 – 30 October 2022 inclusive.

1. **Representations from the public limited to 3 minutes in line with DCC & TDC**
- 1.1 **Report of Japanese Knotweed**
2. **Apologies**
3. **Declarations of Interest**
4. **Approval of the Parish Council Meeting held on 12 July 2022**
5. **Reports**
- 5.1 **County Councillor J Wilton-Love: Additional street light in Wrinkleberry Lane**
- 5.2 **District Councillors R Boughton, Mrs A Dart and S Harding**
- 5.3 **Councillor Sanders – defibrillator check**
6. **Finance**
- 6.1 **Payments. To approve the following payments:**

Mrs S Squire	Aug/Sept/Oct Salary & expenses	£474.80
HMRC PAYE	Aug/Sept/October	£276.00
IAC	2021/22 Internal Audit	£125.00
Town & Parish Council Websites	Annual hosting fee	£160.00
RBL Poppy Wreath	Suggested donation	£ 25.00

Person required to lay the Wreath on Remembrance Sunday (13/11/22) for the PC
- 6.2 **Bank Account**
- 6.3 **2021/22 Audit**
- 6.4 **Smaller Authorities Audit Arrangements.** To decide to stay opted in.
- 6.5 **Air Ambulance Night Landing Site.** Councillor West to report.
- 6.6 **Second instalment of Precept amounting to £2,250.00 received from TDC.**
- 6.7 **Information Commissioner's Office.** Data Protection Certificate renewed & received.
7. **Matters Arising from the Minutes of 12 July 2022**
- 7.1 **Clerk's Actions.** To be advised.
- 7.2 **Sedan Chair.** Councillor Perham to report.
- 7.3 **Planters at village entrances.** Councillors Sanders and Huxtable to report
- 7.4 **Facebook Page – Councillor Sanders**
- 7.5 **Painting of telephone box – Councillors thoughts on its future use**
- 7.6 **Defibrillator Training – Friday 28 October 2022 at 7.30pm. Parish Hall.**
- 7.7 **Benches to commemorate airmen who died in crash – Councillor West**
8. **Planning.** No applications to consider. **Planning Correspondence will be advised.**
9. **Correspondence.**
- 9.1 **HR update regarding Clerk's Contract of Employment.**
- 9.2 **DCC.** Enquiry about flooding in August. Enquiries have been made of Cllr Perham.
10. **Highways**
11. **Matters Raised by Councillors / Clerk**
- 11.1 **Clerk's Training – Working between Local Government Tiers.** Report circulated.
12. **Any matters raised under Public Participation for further consideration**
13. **Urgent items raised at the discretion of the Chairman**
14. **Date of next meeting:** Tuesday, 8/11/22 in Clovelly Parish Memorial Hall, 7.30pm.