

**Minutes of Clovelly Parish Council Meeting held on Tuesday, 14 June 2022 in Clovelly Parish Memorial Hall at 7.30pm.**

**Present:** Councillor C West (Chairman), Councillors J Davey, Mrs V Foster, D Garnett, C Huxtable, S Perham, N Sanders, A Tucker.

**County Councillor J Wilton-Love**

**District Councillor Harding**

**2 Members of the public**

**Mrs S Squire, Parish Clerk**

**22. Representations from the Public.**

Representations were heard on two items relating to planning and the date of the Parish Council Meeting.

**23. Apologies.** Councillor P Slee, District Councillors R Boughton and Mrs A Dart

**24. Declarations of Interest.**

Councillor Perham has a Dispensation for matters relating to Clovelly Estates.

**25. Approval of the Annual Parish Council Meeting held on 10 May 2022**

**Approved and signed as a correct record.**

**Proposed by Councillor Huxtable**

**Seconded by Councillor Garnett and unanimously agreed**

**26. Reports**

**26.1 County Councillor J Wilton-Love**

There were no updates on an additional street light in Wrinkleberry Lane or out of date signage.

County Councillor Wilton-Love is involved with a Task Group relating to the SEN (Special Educational Needs) Department which is in Special Measures as graded by Ofsted at present.

As a result of enquiries made, it had been found that there is a lack of resources to be able to provide a service and this is considered to be a systemic problem. More information has been requested to back up a Report which has been submitted in order to put a complete plan forward.

**Councillor Garnett asked about Special Measures and this was explained.**

County Councillor Wilton-Love became aware of the situation after he had been elected in May 2021 and gave examples of how costs had risen due to a heavy emphasis on bureaucracy.

**26.2 District Councillor S Harding.**

TDC had held its Annual General Meeting and the same officers had been re-elected.

In connection with the Levelling Up Fund, Torridge Councillors have given their support for a funding bid of approximately £15 million to create the Appledore Clean Maritime Innovation Centre.

It is hoped that the centre, at Middle Dock, a site which neighbours the Harland and Wolff shipyard, will establish northern Devon as a global-leading research and development space for collaborative next generation maritime initiatives.

The bid to the Levelling Up Fund will be the largest ever submitted by the District Council and is designed to act as a catalyst for local economic growth, by providing an anchor for Floating Offshore Wind activity in northern Devon. With a proposed 4GW of electricity to be generated by the Celtic Sea Floating Offshore Wind (FLOW)

developments, which is equivalent to produce enough energy to power approximately 3 million homes, FLOW is expected to provide around 3,000 jobs and £682 million in supply chain demand for both the South West and Wales.

It is hoped to work with schools and education providers including the University of Plymouth and the Centre for Future Clean Mobility (University of Exeter). Plymouth University works alongside Petroc and the proposals will see that relationship strengthened, will enable Petroc to deliver a far wider range of maritime-related courses.

The project is supported by Sir Geoffrey Cox MP.

Councillor Garnett asked if central government funding is being obtained.

A: The application ticks all the boxes. Land has been acquired at Manatu Way for waste and recycling.

## 27. Finance

### 27.1 Payments. The following payments were approved and authorised:

Proposed by Councillor Davey

Seconded by Councillor Perham and unanimously agreed

	Ch.No.	
Mrs S Squire Salary and expenses	040	£161.15
HMRC PAYE	041	£ 92.00
Community First Insurance. Renewal premium	042	£165.73

Proposed by Councillor Davey, seconded by Councillor Perham and

unanimously agreed that the Council enter into a 3 year Long Term Agreement

### 27.2 Bank Account. The Clerk is still not receiving Statements for the Current Account and it was not possible to give the balance.

### 27.3 Approval of the accounts for the year ending 31 March 2022

Proposed by Councillor Sanders

Seconded by Councillor Perham and unanimously agreed.

### 27.4 2021/22 Audit.

Approval of the completion of the Annual Governance & Accountability Return

Certificate of Exemption.

Proposed by Councillor Huxtable

Seconded by Councillor Tucker and unanimously agreed.

Section 1 –

Proposed by Councillor Tucker

Seconded by Councillor Sanders and unanimously agreed.

Section 2

Proposed by Councillor Davey

Seconded by Councillor Tucker and unanimously agreed.

2022 Statement of Internal Control

Proposed by Councillor Tucker

Seconded by Councillor Huxtable and agreed.

Councillor Mrs Foster abstained as she had not seen the document.

Action: The Clerk to email a copy of the document to Councillor Mrs Foster

Asset Register

Proposed by Councillor West

Seconded by Councillor Huxtable and unanimously agreed.

The Clerk enquired about the defibrillator fixed to the Parish Hall wall and was advised this was purchased by the Parish Council and was therefore a Parish Council asset, which is to be included in the Asset Register.

**Action: The Clerk to amend the Asset Register and update the details on The Circuit to reflect the correct owner.**

**Action: Councillor Sanders to check the defibrillator and advise the Clerk so that this can be reported via The Circuit, and also advise the expiry date of the defibrillator pads so that this information can also be included on The Circuit.**

Councillor Garnett asked for it to be minuted that thanks are expressed to the Clerk for her work in connection with the accounts and audit.

## **28. Matters Arising from the Minutes of 10 May 2022**

**28.1 Planters at village entrances – Councillor Garnett** suggested these, made of decking boards, were placed on the West verge by the A39 roundabout and by the brown bed and breakfast tourist sign.

**Action: The Clerk to ask DCC Highways for permission to put the planters at these sites.**

### **28.2 The Queen's Platinum Jubilee – Mugs and Bonfire.**

The mugs had been distributed – 25 at the Jubilee tea and 12 others by Councillor Mrs Foster. There are 10 surplus at present.

The bonfire at Gallantry Bower was a success and thanks were expressed to Councillors Slee and Huxtable, and also to Councillor Garnett for reading the Proclamation at the Parish Hall.

**28.3 Facebook Page – Councillor Sanders** was meeting a contact in a few days to commence this.

**28.4 Potholes – reported by the Clerk.**

The chevron damaged in a fatal accident at the Hartland junction had been reported by the Clerk.

**Action: The Clerk to supply the reference number for County Councillor Wilton-Love to chase up.**

**28.5 Painting of telephone box – Councillor West** advised that the Westward Ho! Branch of the Men's Sheds would be doing the work shortly.

**28.6 Replacement signpost at Sierra to Burscott – Councillor West** advised that as there was no further information, he had chased this again.

**Action: County Councillor Wilton-Love to follow up**

**Bed & Breakfast Sign at Sierra.** This should be removed as the facility was no longer offered.

**Action: County Councillor Wilton-Love to follow up.**

**Illuminated Give Way Sign at Sierra.**

This had suffered impact damage and had been reported with no further action.

**Action: County Councillor Wilton-Love to follow up.**

**Street Light at Sierra damaged during Storm Eunice.**

**Action: County Councillor Wilton-Love to follow up.**

**29. Planning.** There were no planning applications to consider.

**Planning Correspondence:** The following TDC Decision Notice was noted:

**Approval for 1/1291/2021/FUL – Demolition of existing single storey dwelling and erection of replacement dwelling – Lundy View, Higher Clovelly.**

**30. Correspondence.** Emails from organisations had been circulated to Councillors.

- 31. Highways.** This had been covered earlier in the meeting.
- 32. Matters Raised by Councillors / Clerk**
- 32.1 Councillor Perham – affordable housing.** Councillor West advised he had spoken to the Parish Hall Chairman and the matter will be on the Agenda for the August meeting.  
Councillor West was also in conversation with the Wessex Land Trust.
- 32.2 Councillor Sanders.** Reiterated the need for an additional street light in Wrinkleberry Lane which County Councillor Wilton-Love is to follow up.
- 32.3 Councillor Garnett** asked about defibrillator training.  
**Action: The Clerk to approach First Aid at Hand to give some evening dates at the end of September.**
- 33. Any matters raised under Public Participation for further consideration.** None.
- 34. Urgent items raised at the discretion of the Chairman.**
- 34.1 Grass cutting.** The area included in the contract had been done and weeds had been scraped up.  
There was grass growing in the road for which a quotation of £70.00 had been received to clear this.  
**Proposed by Councillor West to approve the work.**  
**Seconded by Councillor Garnett and unanimously agreed.**  
**Action: Councillor West to advise the grass cutting contractor to proceed.**
- 35. Date of next meeting:** Tuesday, 12 July 2022 in Clovelly Parish Memorial Hall at 7.30pm.  
Councillor Garnett gave his apologies for this meeting.  
The meeting ended at 8.45pm

#### Summary of Decisions:

- **Minutes of the Annual Parish Council Meeting held on 10 May 2022**
- **Payments**
- **Accounts for the year ended 31 March 2022**
- **The Certificate of Exemption of the Annual Governance and Accountability Return**
- **Sections 1 and 2 of the Annual Governance and Accountability Return**
- **2022 Statement of Internal Control**
- **Asset Register**
- **Additional grass cutting**

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Chairman

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Date