

Minutes of Clovelly Parish Council Meeting held on Tuesday, 11 October 2022 in Clovelly Parish Memorial Hall at 7.30pm.

The Parish Council Meeting scheduled for Tuesday, 13 September 2022 had been cancelled as a mark of respect following the death of Her Majesty Queen Elizabeth II.

Present: Councillor C West (Chairman), Councillors D Garnett, J Davey, S Perham (from Minute No. 54.2.1), N Sanders, P Slee (from Minute No. 53).

District Councillors Mrs Dart and S Harding.

3 members of the public

Mrs S Squire, Parish Clerk

50. Representations from the public.

50.1 Report of Japanese Knotweed located at the top of the beach at Clovelly, 150m West from the RNLI Station.

Action: The Clerk to inform Clovelly Estate who are the landowners.

Councillor Garnett advised the same invasive plant was growing on the DCC owned verge near London Lodge. It was dying back and no action to be taken.

51. Apologies.

Councillors Mrs V Foster, C Huxtable, A Tucker, District Councillor Boughton.

52. Declarations of Interest. None announced.

Councillor Perham has a Dispensation regarding matters relating to Clovelly Estate.

53. Approval of the Parish Council Meeting held on 12 July 2022.

Approved and signed as a correct record.

Proposed by Councillor Davey

Seconded by Councillor Sanders and unanimously agreed.

54. Reports.

54.1 County Councillor J Wilton-Love. Apologies sent.

Additional street light in Wrinkleberry Lane. Deferred to the next meeting.

54.2 District Councillors

54.2.1 Councillor Mrs Dart. There had been a budget presentation at TDC, available on YouTube, which presented a gloomy picture, despite the Authority having a statutory obligation to balance the books.

There is a burden on the Authority to rehome people, but no properties are available. The Local Authority has partnered with the Department of Levelling up who has a considerable budget and a company called Resonance who are looking to purchase properties for people to stay.

Middle Dock offices are to be converted into homes and it is acknowledged that renting is too expensive for many people.

TDC has a good cost of living help page on its website and the details are also on the Clovelly website.

Councillor Dart is happy to fund the surplus for Devon Air Ambulance Night Landing Site work.

Councillors had the opportunity to ask questions. In reply regarding the old Council building at the end of the old Longbridge, this had been sold. The homes would be for people who cannot find anywhere to rent, many properties now being let for AirBnB. This was acknowledged and it was mentioned that opposite the fish dock there are two Council owned houses which it is understood are being converted.

Councillor Dart concluded her report by advising that for the first time in all her years as a Councillor, TDC has talked about dipping into the reserves.

Councillor Harding advised there are 69 families in temporary accommodation, 99% of which are working people.

District Councillors' grants have been reduced from £2,000 to £1,000 per annum, which are used to help the Parishes they represent.

54.3 Councillor Sanders – defibrillator check. In order.
Action: The Clerk to obtain replacement defibrillator pads.

55. Finance.
55.1 The following payments were approved and authorised.
Proposed by Councillor Perham
Seconded by Councillor Sanders and unanimously agreed.

	Ch.No.	
Mrs S Squire Aug/Sept/Oct Salary & expenses	048	£474.80
HMRC PAYE Aug/Sept/October	049	£276.00
IAC 2021/22 Internal Audit	050	£125.00
Town & Parish Council Websites Annual hosting fee	051	£160.00
RBL Poppy Wreath	052/3	£ 50.00

The Clerk had prepared a cheque for £25.00, being the suggested amount for the above.

Proposed by Councillor West that a donation of £50.00 was made.
Seconded by Councillor Slee and unanimously agreed.

Councillor Perham agreed to lay the Poppy Wreath on behalf of the Parish Council on Remembrance Sunday.

55.2 Bank Account. There was no further update to give.

55.3 2021/22 Audit. The Certificate of Exemption had been acknowledged by the External Auditor, P K F Littlejohn LLP.

55.4 Smaller Authorities Audit Arrangements (SAAA).
Councillors had been circulated with the details explaining that the external audit contract is renewable every five years, which is expiring now. Councils have the opportunity to opt out of the scheme and make their own arrangements, but these are onerous and could have a serious impact if the legislation is not followed correctly.
Proposed by Councillor West to remain opted in.
Seconded by Councillor Garnett and unanimously agreed.

- 55.5 Air Ambulance Night Landing Site.** Councillor West advised that following an inspection, a problem had been identified with the lighting DSM Control Box arrangement for the site which would cost £1,392.57 excluding VAT to rectify.
Devon Air Ambulance would give a grant of £959.50 towards it, leaving a balance of £433.25 for the Parish Council to find.
As advised earlier in the meeting, District Councillor Dart is willing to fund this from her Community Councillor allocation.
Action: The Clerk to advise MAT Electrics to carry out the work.
MAT Electrics do all the Air Ambulance related work.
- 55.6 Second instalment of Precept** amounting to £2,250.00 received from TDC.
- 55.7 Information Commissioner's Office.** Data Protection Certificate renewed & received.
- 56. Matters Arising from the Minutes of 12 July 2022**
- 56.1 Clerk's Actions:**
- ❖ The Queen's Platinum Jubilee Bonfire Certificate has been laminated
 - ❖ Street light at Slerra damaged during Storm Eunice which had also been reported 3 times by Councillor West. Ref: No. 43265
Action: Councillor West advised that the Give Way sign at this location has fallen as it has rusted and another light has failed. The Clerk to urgently report this
 - ❖ The funding for the Hugglepit Memorial of £766.88 in the Parish Council's reserves was from a DCC grant
 - ❖ The 2021/22 Statement of Internal Control had been resent to Councillor Mrs Foster
 - ❖ Defibrillator training had been organised via First Aid at Hand on 28 October
 - ❖ Arrangements had not been made to visit The Water Tower due to the September meeting being cancelled and it being too dark to visit ahead of this meeting
 - ❖ Pothole reported between Highworthy and Burford Cross – Ref. No. W221544398
 - ❖ Suggestion of defibrillator halfway down / up The Street. This is not to go in the telephone box, which is working, **but enquiries to be made if it could be placed on the uphill side of The New Inn**
Proposed by Councillor Garnett to proceed, seconded by Councillor Davey and agreed. Councillor Perham abstained from voting.
 - ❖ Sign at the beginning of Wrinkleberry Lane to inform there is a defibrillator at the Parish War Memorial Hall. Councillors had been provided with a proof.
Proposed by Councillor West to proceed, seconded by Councillor Slee and unanimously agreed
 - ❖ Email received from Wel Medical who supplied the defibrillator at the Hall. Enquiries had been made that this was genuine and it is necessary for the machine to be upgraded which Councillor West is investigating.
- 56.2 Sedan Chair.** Councillor Perham asked for this item to be deferred to the next meeting.
- 56.3 Planters at village entrances.** Councillor Sanders advised he had made one of the boxes using one strip of decking board.

Proposed by Councillor West to allocate the sum of £100.00 to make more and fill with compost. Seconded by Councillor Garnett and unanimously agreed.

**Action: Councillor West to liaise with Councillor Sanders
Councillor West will purchase plants and bulbs and will be reimbursed**

The Clerk to advise the Neighbourhood Highway Officer

- 56.4 Facebook Page** – Councillor Sanders advised there was no further information.
Action: Councillor West will ask Mrs West to post necessary items.
- 56.5 Painting of telephone box.** No suggestions were made for the structure's future use.
- 56.6 Defibrillator Training – Friday 28/10/22 at 7.30pm. Parish Hall.**
- 56.7 Benches to commemorate airmen who died in crash.**
Councillor West had researched suitable benches and gave the details.
Proposed by Councillor Slee to purchase a recycled bench in the region of £500 - £600, using the Hugglepit funds mentioned previously.
Seconded by Councillor Davey and unanimously agreed.
Action: Councillor West to place the order and investigate a suitable plaque.
- 57. Planning & Planning Correspondence.** None.
- 58. Correspondence.**
- 58.1 HR update regarding Clerk's Contract of Employment.** Deferred to the next meeting.
- 58.2 DCC.** Enquiry about flooding in August. Details were given.
Action: The Clerk to reply to DCC.
- 59. Highways.** Councillor Garnett spoke of another accident on the A39 at the Hartland turnoff, involving the Devon Air Ambulance. It was understood that the casualty had later passed away.
Councillor Garnett felt that the Parish Council has a responsibility to liaise with Highways for more awareness to be made about the road and sharp bends and this was supported by Councillor Davey who noted that motor cyclists had been seen going at speed along the road and suggested that 'Think Bike' signs could be fixed from Bucks Cross to the Devon / Cornwall boundary.
Action: The Clerk to invite a representative from Highways to attend the next meeting to discuss the issue further due to the numerous accidents along that stretch of road including a number of fatalities, two of which have been in the last few months.
- 60. Matters Raised by Councillors / Clerk.**
- 60.1 Councillor Slee** spoke about the play park in the village which requires an update. It was noted that this was a Parish Hall responsibility.
District Councillor Dart will speak to the grants coordinator at TDC for funding streams to be identified.

Councillor Sanders advised that the play park is due to have a Risk Assessment carried out in Spring 2023. Meanwhile, Councillor Sanders and Councillor Slee / family will have a site meeting and attend the next Parish Hall meeting to make representations.

60.2 **Councillor West** advised that the new 30mph sign at Shop Lane has no derestriction sign on the reverse.
Action: Clerk to report this to Highways.

60.1 **Clerk's Training – Working between Local Government Tiers.**
Report circulated and noted.

61. **Matters raised under Public Participation for further consideration.**
None.

62. **Urgent items raised at the discretion of the Chairman.** None.

63. **Date of next meeting:** Tuesday, 8/11/22 in Clovelly Parish Memorial Hall, 7.30pm.

The 2023/24 Budget & Precept will be set at this meeting.

The meeting ended at 8.57pm.

Summary of Decisions:

Chairman

Date