

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 War Memorial Parish Hall on Tuesday, 11 July 2023 at 7.30pm. The Agenda is detailed below

Sue Squire, Parish Clerk 4 July 2023

1. **Representations from the public limited to 3 minutes in line with DCC & TDC**
2. **Apologies.**
3. **Declarations of Interest**
Dispensations. The Parish Council to agree that Councillors who have requested these will be Issued with the document.
4. **Approval of the Part I Parish Council Meeting Minutes and Part II Confidential Minutes held on 13 June 2023**
5. **Reports**
 - 5.1 **County Councillor J Wilton-Love**
 - 5.2 **District Councillors Mrs A Dart, S Harding and Shirley Ann Andrews**
 - 5.3 **Defibrillator Check – Councillor Sanders**
6. **Finance.**
 - 6.1 **Payments. To approve the following payments.** The August payments will be dealt with as if there was a meeting on 8/8/23.

Mrs S Squire July Salary £178.20 and Expenses	£218.84
August Salary £178.20 and Expenses	£180.20
HMRC PAYE July and August	£118.80 x 2
Westcotts (SW) LLP 2022/23 internal audit	£300.00
- 2022/23 Audit. The internal auditor has completed the work and the Annual Return. All items were satisfactory with no issues raised apart from the total of the fixed assets, about which Councillors will be advised at the meeting. The Clerk has amended the total on the Annual Return.
7. **Matters Arising from the Minutes of 23 May 2023.**
 - 7.1 **Clerk's Actions:**
 - ❖ **Compliance forms are to be uploaded to the website shortly and sent to TDC.**
 - ❖ **Defibrillator Report.** Sent to The Circuit and acknowledged.
 - ❖ **Letter sent to the RNLI in connection with the Lifesaving Effect Review within the Bideford Bay area.** Some Councillors attended a meeting with an RNLI representative at Hartland on 29/6/23 and will report on this.
 - ❖ **Defibrillator on The Street.** Cllr Phelps has sent pictures of the proposed location which have been forwarded to Clovelly Estate. Cllr R Phelps has had a positive conversation with the landlord and has also volunteered to do the monthly checks.
 - ❖ **A gift as arranged has been ordered for former Cllr Davey**
 - ❖ **The Parish Hall Committee has been advised that Councillor Huxtable is now the Parish Council elected representative on the Committee**
 - ❖ **Councillor West – village planters and concrete pad for commemorative bench.**
8. **Planning & Planning Correspondence.** To consider the following Application:
 - **1/0502/2023/FUL – Retention of temporary shelter – Limekiln, The Quay, Clovelly**
9. **Correspondence**
10. **Highways.** Snow Warden Training – Councillor Slee
11. **Matters Raised by Councillors / Clerk.** Clerk's leave 19 – 28 August 2023 inclusive.
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, 12 September 2023 in Clovelly War Memorial Parish Hall at 7.30pm.