

CLOVELLY PARISH COUNCIL



Parish Clerk: Mrs Sue Squire
Haxlea, 2 Threeways, Bratton Fleming, Barnstaple, Devon, EX31 4TG
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TO ALL COUNCILLORS:

You are hereby summoned a **Parish Council Meeting** in Clovelly War Memorial Parish Hall on Tuesday, 10 October 2023 at 7.30pm The Agenda is detailed below

Sue Squire, Parish Clerk 3 October 2023

1. **Representations from the public limited to 3 minutes in line with DCC & TDC**
- 1.1 **Email regarding the Parish Council's response to the Downland Farm Planning Application.**
2. **Apologies.** Councillor C West
3. **Declarations of Interest**
4. **Approval of the Parish Council Meeting Minutes held on 5 September 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.**

Mrs S Squire October Salary £178.20 and Expenses	£202.50
HMRC PAYE September 2023	£118.80
RBL Poppy Appeal	£ 50.00

The Parish Council has been invited to lay a wreath on Sunday, 12 November at 10.45am at the Memorial in Peace Park, Clovelly. A volunteer is required to carry out this solemn and privileged act of remembrance.
- 6.2 **Online Banking – Cllr West**
7. **Matters Arising from the Minutes of 5 September 2023.**
- 7.1 **Clerk's Actions:**
 - ❖ Has applied for funding towards a defibrillator to be located on The Street
 - ❖ Submitted planning response
 - ❖ Dealt with payments
 - ❖ Has reported dirty signs, chevron that needs attention and complained about surplus tarmac dumped in a layby
 - ❖ Has informed TDC of a vacancy on the Parish Council due to the resignation of Stephen Perham and sent an e-card of thanks to him
 - ❖ Devon Air Ambulance Night Landing Site. At the Chairman's request, contacted them about the lighting unit. More details will be given and it may involve an expense
8. **Planning & Planning Correspondence.** At the time of preparing the Agenda there was none to consider or note.
9. **Correspondence**
- 9.1 **Environment Agency's Coastal Resilience Team.** Survey running from 2 – 20 October. The email has. Been circulated to Councillors.
- 9.2 **Slow Ways National Walking Network.** Email has been circulated to Councillors.
- 9.3 **TDC Street Naming & Numbering Policy & Procedure.** Details have been circulated to Councillors.
- 9.4 **NALC – launches consultation to update the Model Financial Regulations.** Councillors are invited to complete the form by 5/11/23.
- 9.5 **Councils Team Zero Hour.** Email of 4/10/23 circulated to Councillors. To consider giving support.
10. **Highways.**
11. **Matters Raised by Councillors / Clerk.** Clerk's leave: 14 – 29 October 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, 14 November 2023 in Clovelly War Memorial Parish Hall at 7.30pm.
The 2024/25 budget and Precept will be set at this meeting.