

## **Minutes of Clovelly Parish Council Meeting held on Tuesday, 11 July 2023 in Clovelly War Memorial Parish Hall at 7.30pm.**

### **Present:**

**Councillors C West (Chairman), Mrs V Foster, C Huxtable, R Phelps, N Sanders, P Slee, A Tucker.**

**County Councillor J Wilton-Love**

**District Councillor S Harding**

**Mrs S Squire, Parish Clerk**

**1 member of the public**

### **44. Representations from the public limited to 3 minutes in line with DCC & TDC.**

The Chairman read a letter which had been copied into the Parish Council, sent to the Village Hall Committee, relating to the Constitution of the Parish Hall.

Councillor West advised that after a discussion by the Hall Committee, it was felt the Constitution did not require amendment.

Councillor West pointed out that Parish Councillors are covered under the Code of Conduct, where each Councillor had completed their Register of Members' Interest form and items which were not covered under the initial completion at the Annual Parish Council Meeting were declared at Parish Council meetings at the appropriate time.

### **45. Apologies.** Councillor Garnett, District Councillor Dart.

### **46. Declarations of Interest.**

**Dispensations.** Councillors Mrs Foster, Perham, Phelps and Slee had provided a formal written request for a Dispensation to the Clerk because of their connection with Clovelly Estate.

**Proposed by Councillor Tucker that Councillors Mrs Foster, Perham, Phelps and Slee, were granted a Dispensation in connection with matters relating to Clovelly Estate.**

**Seconded by Councillor Huxtable and agreed.**

### **47. Approval of the Part I Parish Council Meeting Minutes and Part II Confidential Minutes held on 13 June 2023.**

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

**Proposed by Councillor Sanders**

**Seconded by Councillor Tucker and unanimously agreed.**

**The Councillor Tucker proposed that the Part II Confidential Minutes were approved and signed as a correct record.**

**Seconded by Councillor Phelps and unanimously agreed.**

### **48. Reports**

#### **48.1 County Councillor J Wilton-Love.**

- He was undertaking strimming training and was looking at Chapter 8 training, now known as Signing, Lighting and Guarding, both in order to carry out work in his Parishes because Highways had either deemed it was not necessary or that it would

be some while before they could get to it. The laborious process for Highways to do anything was being looked at which also included waiting restriction delays.

- A process has begun to bring Highways work back in house and there is a meeting at the Control Centre on 3 August with the Cabinet Member and all the officers in charge. There is currently 2 years left on the contract with Milestone, who took over from Skanska.

#### **48.2 District Councillor S Harding:**

- There had been a meeting at Caddesdown Business Park regarding the Local Plan, which was being tested with a Court case. It related to the housing supply in North Devon and although Torrington District Council is not involved, it does affect the whole Plan as it is a joint Plan. If it is deemed that the challenge in the Court is successful, it will allow a lot of building in the area. There were 17,200 houses included in the Local Plan, 1,500 short of the target.
- He is arranging for TDC planning officers to deliver a presentation which would include updating of training for Parish Councillors and also help TDC to understand where Parish Councils stand and for the local voice to be heard.
- Attended a Leadership Meeting held in a Part II Confidential setting. There was a positive outlook as regards maritime energy and the floating wind farm plans are going ahead, as is a consultation regarding energy from Morocco and would allow fields to be grazed, although some residents may be unhappy about the cables coming ashore.

County Councillor Wilton-Love expanded on the benefits of renewable energy.

#### **48.3 Defibrillator Check – Councillor Sanders.** Checked and in order.

The replacement defibrillator pads had arrived and do not expire until November 2025.

#### **48.4 Memorial Bench.** This had been fixed in Clovelly Parish Memorial Hall playing field to the memory of aircrew killed in a Wellington Bomber on

**Action:** The Clerk to ascertain the amount of funds allocated for the bench.

#### **49. Finance.**

##### **49.1 Payments. The following payments were approved.**

The August payments will be dealt with as if there was a meeting on 8/8/23.

**Proposed by Councillor Slee**

**Seconded by Councillor Mrs Foster and unanimously agreed.**

<b>Mrs S Squire</b>	July Salary	£178.20 and Expenses	<b>£218.84</b>
	August Salary	£178.20 and Expenses	<b>£180.20</b>
<b>HMRC</b>	<b>PAYE</b>	July and August	<b>£118.80 x 2</b>
<b>Westcotts (SW) LLP</b>	2022/23 internal audit		<b>£300.00</b>
<b>JD Building &amp; Groundworks</b>	Concrete pad for Hugglepit Memorial Bench		<b>£444.00</b>

**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 were advised at the meeting.

The Clerk had amended the total on the Annual Return.

#### **50. Matters Arising from the Minutes of 23 May 2023.**

##### **50.1 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 reported on this advising that there was total support and commitment to keep the Clovelly lifeboat.

There is a lot of feeling and support for the actions of the Clovelly lifeboat who could not have been rescued by the Appledore lifeboat. Hartland was also in favour of the Clovelly lifeboat remaining as the Bude lifeboat experiences delays due to tidal conditions.

District Councillor Harding asked at the start of the meeting if a decision had already been taken, but no answer was given.

The following day, he accompanied Sir Geoffrey Cox MP who met the crew at Clovelly Lifeboat House and gave his support.

People at the Woolsey Show were also asked to give their support to the Clovelly lifeboat.

The general feeling was that the decision had been made and local people would not have any say in it.

Councillor Mrs Foster had pointed out at the Hartland meeting that there were two identical boats both due for refitting or replacing in the next few years, so why not opt to replace one, but this did not seem to make an impression.

- ❖ **Defibrillator on The Street.** Councillor Phelps had sent pictures of the proposed location which have been forwarded to Clovelly Estate who have confirmed that the location is in order.

As a result of Clovelly Estate being asked if they would consider making a donation towards the defibrillator, it had been advised that they will make a donation of £500.00 towards the electricity installation and making good.

The Clerk has supplied the bank details as requested.

Councillor R Phelps has had a positive conversation with the landlord and has also volunteered to do the monthly checks.

The Clerk had researched the cost and gave details of defibrillators to purchase and the South Western Ambulance Service Trust (SWAST) leasing scheme.

**Proposed by Councillor Slee to proceed with leasing a defibrillator and cabinet from SWAST at a cost of £1,800 over 4 years.**

**Seconded by Councillor Tucker and unanimously agreed.**

**Action: Clerk to make arrangements with SWAST.** Cost to purchase, special offer:

- ❖ **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.** It was hoped to put some new plants in later this week.
51. **Planning & Planning Correspondence.** The following Application was considered:
- **1/0502/2023/FUL – Retention of temporary shelter – Limekiln, The Quay, Clovelly**  
**Proposed by Councillor West to respond: Clovelly Parish Council has no objection to the continuation under the current conditions.**  
**Seconded by Councillor Phelps and unanimously agreed.**

- 52. Correspondence.** None.
- 53. Highways.** Snow Warden Training – Councillor Slee will make further online enquiries relating to the training.
- 54. Matters Raised by Councillors / Clerk.**  
Clerk's leave 19 – 28 August 2023 inclusive.  
Councillor Huxtable expressed his disgust at DCC for deciding not to use meat and dairy products at County Hall, bearing in mind that Devon is a livestock County.  
**Action: County Councillor Wilton-Love to make further enquiries.**
- 55. Any matters raised under Public Participation for further consideration.** None.
- 56. Urgent items raised at the discretion of the Chairman.** None.
- 57. Date of next meeting:** Tuesday, 12 September 2023 in Clovelly War Memorial Parish Hall at 7.30pm.

The meeting ended at 9.10pm.

**Summary of Decisions:**

- **Dispensations granted for Councillors Mrs Foster, Perham, Phelps and Slee**
- **Minutes of the Part I and Part II Confidential Parish Council Meeting held on 13 July 2023**
- **Payments**
- **Leasing of a defibrillator and cabinet from South Western Ambulance Service Trust to be placed at an agreed location on The Street**
- **Planning**

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**Chairman**

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**Date**