

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 a **Parish Council Meeting** in Clovelly War Memorial Parish Hall on Tuesday, 14 November 2023 at 7.30pm. The Agenda is detailed below.

Sue Squire, Parish Clerk 9 November 2023

1. **Co-option of Parish Councillor to fill the vacant seat on the Parish Council.**
At the time of preparing the Agenda, no applications had been received.
2. **Representations from the public limited to 3 minutes in line with DCC & TDC**
- 2.1 **Email regarding the Parish Council's response to the Downland Farm Planning Application.**
This thanked the Parish Council for its reply and advised that the resident would make further representations to TDC.
2. **Apologies.**
3. **Declarations of Interest**
4. **Approval of the Parish Council Meeting Minutes held on 10 October 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 November Salary £178.20 and Expenses	£202.50
HMRC PAYE November 2023	£118.80
South West Ambulance Service. Defibrillator support package (incl £360 VAT)	£2,160.00
- 6.2 **Online Banking – Cllr West**
- 6.3 **To set the 2024/25 Precept and Budget.** *Part of this process will involve a review of the Clerk's salary which will be conducted under Part II Confidential, being a personnel matter. The Clerk and members of the public will leave the room for this part of the meeting.*
7. **Matters Arising from the Minutes of 10 October 2023.**
- 7.1 **Clerk's Actions:**
 - ❖ The website has been checked and the Minutes of May, June and July are appearing
 - ❖ Defibrillator Report sent to The Circuit
 - ❖ Advised Mrs S West that Councillor Huxtable will be laying the Poppy Wreath on behalf of the Parish Council
 - ❖ Reported potholes outside the Parish Hall and asked if DCC would reconsider an additional street light
 - ❖ Has reported Japanese Knotweed
 - ❖ Has requested TDC to remove 4 green wheelie bins at Burscott Road
 - ❖ Sent reply to a parishioner who had made representations
 - ❖ Defibrillator on The Street. Funding / South Western Ambulance Service Trust.
An update will be given.
 - ❖ Devon Air Ambulance Night Landing Site. Work is scheduled to take place to replace one of the faulty lights, so that both are working.
 - ❖ Dealt with payments
8. **Planning & Planning Correspondence.** At the time of preparing the Agenda there was none to consider or note.
9. **Correspondence.**
- 9.1 **TDC Draft Strategic Plan 2023 – 2028 Consultation running until 14 November 2023.** Details have been circulated to Councillors.
- 9.2 **Sir Geoffrey Cox MP. KC.** Letter received by the Chairman regarding a Roads Petition and Levelling Up. Further details will be given and copies of the Petition available.
10. **Highways.**

- 10.1 **Reply received from Highways regarding surplus tarmac left in a layby.** This has been circulated to Councillors for information.
11. **Matters Raised by Councillors / Clerk.** Clerk's leave: 16 – 20 November 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, 12/12/23 in Clovelly War Memorial Parish Hall at 7.30pm.