

CLOVELLY PARISH COUNCIL



Parish Clerk: Mrs Sue Squire
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TO ALL COUNCILLORS:

You are hereby summoned a **Parish Council Meeting** in Clovelly War Memorial Parish Hall on Tuesday, 12 December 2023 at 7.30pm. The Agenda is detailed below.

Sue Squire, Parish Clerk 7 December 2023

1. **Co-option of Parish Councillor to fill the vacant seat on the Parish Council.**
No applications had been received.
2. **Representations from the public limited to 3 minutes in line with DCC & TDC**
3. **Apologies.** Councillor Mrs V Foster.
4. **Declarations of Interest**
5. **Approval of the Parish Council Meeting Minutes held on 14 November 2023**
6. **Reports**
- 6.1 **County Councillor J Wilton-Love**
- 6.2 **District Councillors Mrs A Dart, S Harding and Shirley Ann Andrews**
- 6.3 **Defibrillator Check – Councillor Sanders**
7. **Finance.**
- 7.1 **Payments. To approve the following payments.**

Mrs S Squire December Salary £178.20, Expenses & reimbursement for Website 123 Reg (£28.78)	£231.28
HMRC PAYE December 2023	£118.80
Mrs S Squire January salary £178.20 and Expenses	£180.20
HMRC PAYE January. These two cheques will be dated 9/1/24	£118.80
Replacement grant cheques from previous years:	
Twinning	£125.00
1st Woolsery Scouts (2 years)	£250.00
South Western Ambulance Service Trust (Defibrillator package) (VAT of £360.00 can be reclaimed on this)	£2,160.00
- 7.2 **Online Banking – Cllr West**
- 7.3 **To agree the 2024/25 Budget & Precept.** *Part of this procedure will involve a review of the Clerk's salary during which she will leave the room, along with members of the public, for Councillors to discuss this Part II Confidential Personnel item.*
8. **Matters Arising from the Minutes of 14 November 2023.**
- 8.1 **Correspondence from Sir Geoffrey Cox MP KC – Roads Petition & Levelling Up Options**
- 8.2 **Clerk's Actions:**
 - ❖ Defibrillator on The Street. Funding / SWAST. The grant applications for funding towards this has been successful and the sum of £500.00 and £200.00 respectively from District Councillors Dart and Andrews will be credited to the Parish Council's bank account shortly. This is in addition to the £500.00 received from Clovelly Estate.
E-cards of thanks have been sent to Councillors Dart and Andrews for their generosity.
 - ❖ Defibrillator Report sent to The Circuit
 - ❖ Potholes at Wrinkleberry Lane. The following reply has been received from DCC Highways: *We recognise that the wider highway condition at this location is not as we would hope, however the area is too extensive for our reactive teams to repair as a defect (as identified in our Highway Safety Policy). As a result we will be using this information to help plan our future works programmes and determine our priorities across the network. Please note that in the short term any actionable safety defects will have been identified and passed for repair separately.*
 - ❖ Dealt with payments
 - ❖ Dirty signs reference W23168941
 - ❖ Chevron sign reference W231682943. DCC Highways have replied that they could not find the problem and if it still exists, to report again.
 - ❖ Additional street light in Wrinkleberry Lane. The answer is still no. The budget it has is a maintenance budget. They can maintain and look after the assets it has but cannot add any new

streetlights to the inventory unless it is funded by another party. If Clovelly Parish Council are able to find a budget for the installation, DCC will normally be able to adopt the streetlight once installation is complete and all is working – from that point DCC will maintain the asset and pay the energy. The Clerk has asked what the installation cost would be.

- ❖ Japanese Knotweed. DCC Highways has provided a link to the website which has details on Noxious Weeds on the highway. Highways will not routinely carry out treatment of noxious weeds but will assess reports where weeds from DCC land have caused growth or spread onto private land. If the weeds are growing on private land, Highways would not be able to assist with this. It is asked that any Knotweed is logged with the Biodiversity Centre on the webpage linked below: <https://www.devon.gov.uk/roads-and-transport/maintaining-roads/trees-and-vegetation-2/grass-cutting/>
- ❖ 4 wheelie bins at Burscott Road. TDC advised on 15/11/23 that they would make arrangements for these to be collected.

9. Planning & Planning Correspondence. At the time of preparing the Agenda there was none to consider or note.

10. Correspondence

10.1 North Devon Coast AONB. Email received & circulated to Councillors on 22/11/23 regarding rebranding to 'North Devon Coast National Landscape'.

10.2 TDC. Email received and circulated to Councillors on 22/11/23 regarding Notice of Polling Districts and Polling Places Review. A public consultation is running from 21/11/23 to 2/1/24.

10.3 TDC. Email received and circulated to Councillors on 23/11/23 regarding a new Landscape Character Assessment for North Devon and Torridge.

The updated LCA can be found at the Councils' websites via www.torridge.gov.uk/lca and www.northdevon.gov.uk/lca. The interactive mapping can be found alongside the local plan maps via www.torridge.gov.uk/ndtlp/maps

10.4 TDC. Email with update on the five year housing land supply, received and circulated to Councillors on 1/12/23.

11. Highways.

12. Matters Raised by Councillors / Clerk.

13. Any matters raised under Public Participation for further consideration

14. Urgent items raised at the discretion of the Chairman

15. Date of next meeting: Tuesday, 13/2/24 in Clovelly War Memorial Parish Hall at 7.30pm.

The Clerk is on leave from Saturday, 27 January 2024 to Sunday 4 February 2024 inclusive.