

## **Minutes of Clovelly Parish Council Meeting held on Tuesday, 14 November 2023 at 7.30pm in Clovelly Parish War Memorial Hall.**

### **Present:**

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

**District Councillor S Harding**

**1 Member of the public**

**PSCO E Rendle between Minute Nos. 91.2 and 91.3**

**Mrs S Squire, Parish Clerk**

- 86. Co-option of Parish Councillor to fill the vacant seat on the Parish Council.**  
No applications had been received. Deferred to the next meeting.
- 87. Representations from the public limited to 3 minutes in line with DCC & TDC.**  
No matters were raised.
- 87.1 Email regarding the Parish Council's response to the Downland Farm Planning Application.** The resident replied advising that they would put their concerns to TDC.
- 88. Apologies.** District Councillor Dart.
- 89. Declarations of Interest**  
**Councillors Mrs Foster, Phelps and Slee have a Dispensation for matters relating to Clovelly Estate.**
- 90. Approval of the Parish Council Meeting Minutes held on 10 October 2023.**  
**Approved and signed as a correct record.**  
**Proposed by Councillor Slee**  
**Seconded by Councillor Huxtable and unanimously agreed.**
- 91. Reports**
- 91.1 County Councillor J Wilton-Love.** Not present.
- 91.2 District Councillor S Harding:**
- Attended a Licensing meeting at which the Police were present. It was said that the PCSO never attend meetings and it was advised that they are hoping to come to more meetings in the future
  - Attended a Torridge Rural Advisory meeting where it was hoped that regular meetings would be held to encourage better attendance and questions from rural Parishes.
  - Attended a Full TDC meeting.
  - At a Scrutiny meeting, members were given update on local firms and in particular, the Harland and Wolfe Shipyard at Appledore was looking to increase its current workforce of 180 to 300 in the next few years including the recruitment of young and older apprentices. The firm had won a £55 million contract to refit Royal Navy and Royal Navy Auxiliary ships in 2025, by which time the staff would have increased further to 350.  
Councillor Garnett thought that employing older apprentices already living in the area would take the pressure off providing housing.

- Housing. There is insufficient money within TDC for them to build houses and Councillor Harding is pressing for some of the levelling up money to go towards this.
- The Strategic Plan is out for consultation and Councillor Harding felt the document was telling residents what TDC was doing rather than asking for views
- Councillor Harding and Sir Geoffrey Cox MP KC had met the Leader of TDC regarding the levelling up money and a plan for the successful receipt of this. Auditors will be going through the figures to identify where the money would be best spent

**At this point in the meeting, PCSO Rendle arrived and was invited to give her report, as follows:**

- ⇒ She is part of the Neighbourhood Policing Team which extends as far as Welcombe
- ⇒ The Response Team deals with 999 calls
- ⇒ Former PCSO John McGovern was not replaced. The Team has gone from 7 PCSOs and 4 PCs to 3 PCSOs, 3 PCs, a Sergeant and a Police Constable, who deals with any crime related social behaviour and neighbourhood issues
- ⇒ She visits Clovelly each month and speaks to the Harbour Master. Unless any crime is reported for the area, this is the reason people do not see them as the Police reacts to hotspots where there is a lot of reported crime and during the Summer, this increases in Westward Ho! and Bideford town centre.

Crime statistics for the last three months were that there had been two crimes. In the last 6 months, the crimes reported to Devon and Cornwall Police for the Parish were:

- 2 malicious communications
- 1 blackmail related incident regarding photos
- 1 public order incident threat
- 1 theft of boat
- 2 domestic
- 1 assault

In the same period last year there were 12 crimes.

Crime is considered to be relatively low and Devon and Cornwall is one of the safest places to live.

**Question: What happens about malicious communications?**

**Answer: It depends on what details the Police has on the person. One was a scam and the advice is to block the number and go ex-directory if a landline phone is involved, or change the mobile number. The mobile phone company will change the number if a crime number has been given.**

**Report scam emails to 'report@phishing.gov.uk'**

**Question: Do the figures relate to road traffic incidents? This was in connection with a drunk in charge person stopped in a Parish.**

**Answer: Crime is recorded where they are stopped and the Parish where this has occurred.**

**Question: There had been the theft of a quad bike in Hartland.**

**Answer: Rural crime will always be an issue and people travel to the area, steal items and take them up country. South Molton and Landkey areas have had similar thefts and many crimes are opportunist.**

**There is a Rural Crime Team who could give more information about tracking devices on heavy farm machinery.**

**It is important to keep a note of the information such as serial numbers, take a picture of the item, record the make and model otherwise it is difficult to return to the owner.**

**Some people don't always report thefts and it is important to do so, in order that a picture can be built up.**

PCSO Rendle left leaflets on how to report issues to the Police and how to sign up for Neighbourhood Alerts.

She hopes to attend one meeting a year and can provide 6 monthly reports.

If there is an event coming up and it is thought that a Neighbourhood Police stall would be helpful, they would welcome an invite.

**91.3 Defibrillator Check – Councillor Sanders.** In order.

Action: Clerk to report to The Circuit.

**92. Finance.**

**92.1 Payments. The following payments were approved and authorised.**

Proposed by Councillor Garnett

Seconded by Councillor Tucker and unanimously agreed.

Mrs S Squire November Salary £178.20 and Expenses **£202.50**

HMRC PAYE November 2023 **£118.80**

SWAST. Deferred pending TDC funding application being approved.

**92.2 Online Banking – Cllr West.** The Clerk had received an authentication card but no card reader, which will be followed up.

Action: Councillor West

**92.3 To set the 2024/25 Precept and Budget.** Deferred to the December 2023 meeting.

**93 Matters Arising from the Minutes of 10 October 2023.**

**93.1 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 where a reference number of W231679225 had been given 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. The application form was ready to be sent which would be done after the amount District Councillor Andrews was willing to give was known
- ❖ 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

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

**95. Correspondence.**

**TDC Draft Strategic Plan 2023 – 2028 Consultation running until 14 November 2023.** Details had been circulated to Councillors.

**95.2 Sir Geoffrey Cox MP. KC.** Letter received by the Chairman regarding a Roads Petition and Levelling Up. Further details were given with copies of the Petition available.

There was a list of levelling up partnership priorities from which to choose.

**Action: To be on the December Agenda.**

- 95.3 RNLI. Clovelly Lifeboat Station.** Letter advising that following the review, there are no plans to close the Station at this time.  
Councillor Garnett thanked everyone for their support. It was hoped to raise £30,000 to continue supporting the Lifeboat Station.  
Councillor Mrs Foster added that there were plans to get a Friends of Clovelly Lifeboat group set up.
- 96. Highways.**  
**Reply received from Highways regarding surplus tarmac left in a layby.** This had been circulated to Councillors for information.
- 97. Matters Raised by Councillors / Clerk.** Clerk's leave: 16 – 20 November 2023 inclusive.
- 98. Any matters raised under Public Participation for further consideration.** None.
- 99. Urgent items raised at the discretion of the Chairman.** None.
- 100. Date of next meeting:** Tuesday, 12/12/23 in Clovelly War Memorial Parish Hall at 7.30pm.  
The meeting ended at 8.24pm.  
Councillor Mrs Foster gave her apologies for the next 4 meetings.

**Summary of Decisions:**

- **Approval of the Minutes of the Parish Council Meeting held on 10 October 2023**
- **Payments**

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**Chairman**

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**Date**