

# 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, 13 February 2024 at 7.30pm. The Agenda is detailed below.

*Sue Squire*, Parish Clerk 8 February 2024

1. **Representations from the public limited to 3 minutes in line with DCC & TDC**
2. **Apologies.** Councillor Mrs V Foster.
3. **Declarations of Interest**
4. **Approval of the Parish Council Meeting Minutes held on 12 December 2023 and the Parish Council Meeting Minutes of 2 January 2024.**
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 February Salary £297.00 and a refund of PAYE £495.20	£792.20	
Expenses £61.50		£853.70
HMRC PAYE February 2024		£ 0.00
<b>MAT Electrics.</b>		
Devon Air Ambulance Night Landing Service & replacement fittings		£708.96
- 6.2 **Online Banking – Cllr West.**
7. **Matters Arising from the Minutes of 12 December 2023.**
  - 7.1 **Additional street light in Wrinkleberry Lane.** The position will be advised.
  - 7.2 **4 wheelie bins at Burscott Road.** The Clerk has been in correspondence with TDC and more details will be given.
8. **Clerk's Actions:**
  - ❖ Defibrillator Report sent to The Circuit
  - ❖ Dealt with payments
  - ❖ 2024/25 Precept form completed and submitted to TDC
  - ❖ DCC Highways requested to clean the signs. A reply has been received that the signs in question could not be found.
9. **Planning & Planning Correspondence.** At the time of preparing the Agenda there was none to consider or note.
10. **Correspondence**
11. **Highways.**
12. **Matters Raised by Councillors / Clerk.**
- 12.1 The Clerk will be away from her desk on Wednesday, Thursday & Friday, 14, 15 and 16 February due to attending a family funeral in Yorkshire. She will be checking emails and continuing to deal with Parish issues when possible.
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, 12/3/24 in Clovelly War Memorial Parish Hall which will commence at 7.30pm with the Annual Parish Meeting.