

## WEST DOWN PARISH COUNCIL

Mrs V Ford, Parish Clerk, West Down Parish Council, 10 Berrynarbor Park, Sterridge Valley, Berrynarbor, Devon, EX34 9TA.

**Tel:- 07852 627967. Email: - [v.huntwdparishclerk@gmail.com](mailto:v.huntwdparishclerk@gmail.com)**

**To: S Ayre (Chair), M Reeves (Vice-Chair), R Drew, R Kenshole, K Oades, S Squire & T Verney.**

You are hereby summoned to attend the Council Meeting of West Down Parish Council which will be held on **Wednesday 3rd November 2021** at the Parish Hall, West Down for the purpose of transacting the following business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are invited to attend.

Mrs Val Ford - Clerk to the Council

### AGENDA

1. **Apologies** – to receive apologies and reasons for absence.
2. **Declaratlons of Interest** – to receive declarations of personal interest and disclosable pecuniary interests
3. **Requests for Dispensation** – Consider requests for dispensation(s).
4. **Participation** – Members of the public are invited to make representations for a maximum of 2 minutes. Issues will be heard and noted but no decisions can be taken at this part of the meeting.
5. **Minutes** – To approve and sign the Minutes of the West Down Parish Council Meeting dated 6th October 2021.
6. **Matters Arising** - To discuss matters arising from the Parish Council meeting held on 6th October 2021.
7. **Police Report** – To receive information from the Police including:
  - a) The monthly crime figures.
  - b) Speed Detection in the village.
8. **Report from the County Councillor** - To receive an update/report from C Cllr A Davis.
9. **Report from the District Councillor** - To receive an update/report from D Cllr M Wilkinson.
10. **Parish Grants** – To receive and discuss information on requests made for the Parish Grants.

11. **Co-option Vacancy** – To receive information on applicants for the Parish Councillor vacancy.
12. **CLT (Community Land Trust)** – To receive an update on the Community Land Trust.
13. **Acorn Developments** – To receive information on progress made with payments.
14. **Footpaths** – a) To discuss and approve letters to landowners.  
b) To discuss P3 Footpath Survey.
15. **Health & Safety Policy** – To discuss the review the Parish Council H & S Policy.
16. **IT Policy** – To receive and discuss the new IT Policy.
17. **New Parish Council Website & Email** – To receive information and progress the new website & emails.
18. **Queens Platinum Jubilee Celebration Tree Planting** – To discuss the possible planting of a tree in the village.
19. **Community Award Scheme** – Open for discussion.
20. **Finances**
  - a) To receive and agree the invoices received for payment
  - b) To discuss the Out-turn/Mid-term accounts ending 30<sup>th</sup> September 2021
  - c) To discuss preparation of the Budget for the next financial year
21. **GDPR** – To discuss GDPR training.
22. **Village Website** – To discuss the Parish Councils future involvement with the Village Website.
23. **Grass Cutting & Bus Shelter Cleaning Tender** – To discuss Tender arrangements.
24. **Planning Applications**
  - a) To comment on the following planning applications  
**74093 – Erection of one agricultural livestock building at Lower Twitchen Farm, Mullacott Cross, Ilfracombe, Devon, EX34 8NP**  
  
**74132 – Prior approval for change of use of agricultural building to dwelling house Class Q (a)(b) at Barn at Wood Lane Farm, West Down, Ilfracombe, Devon, EX34 8NF.**
  - b) To comment on any planning applications received after the Agenda was published.
25. **Correspondence** – To receive items of correspondence received since the last meeting.
26. **Unresolved Questions**
27. **Items to be added to the next meeting Agenda**
28. **Any Other Business.**