

## 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:-** [clerk@westdownparishcouncil.org.uk](mailto:clerk@westdownparishcouncil.org.uk)

**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 1<sup>st</sup> December 2021 at 7.30 pm** 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. Declarations of Interest** – to receive declarations of personal interest and disclosable pecuniary interests
- 3. 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.
- 4. Minutes** – To approve and sign the Minutes of the West Down Parish Council Meeting dated 3<sup>rd</sup> November 2021 and the Extraordinary Meeting held on 19<sup>th</sup> November 2021.
- 5. Matters Arising** - To discuss matters arising from the Parish Council meeting held on 3<sup>rd</sup> November 2021 and the Extraordinary Meeting held on 19<sup>th</sup> November 2021
- 6. Police Report** – To receive information from the Police including the monthly crime figures.
- 7. Report from the County Councillor** - To receive an update/report from C Cllr A Davis.
- 8. Report from the District Councillor** - To receive an update/report from D Cllr M Wilkinson.
- 9. Footpaths** – To discuss P3 Footpath Survey.
- 10. District Councillors Grant** – To discuss the grant available from the District Councillor.
- 11. New Parish Council Website** – To receive information and progress the new website.
- 12. CLT (Community Land Trust)** – To receive information from Cllr Verney following the meeting held on Tuesday 30 November 2021.

- 13. NDC Climate & Environmental Grant** – To receive information from WDVGFA regarding the possible funding for a wild planting area and orchard.
- 14. Village Website** – To receive information about the Village Website and discuss the Parish Councils future involvement.
- 15. Grass Cutting & Bus Shelter Cleaning Tender** – To receive quotations received and award the contract for 2022.
- 16. Finances**
  - a) To receive and agree the invoices received for payment.
  - b) To discuss the Budget for the next financial year and set the Precept.
- 17. Asset Register** – To receive and approve the updated Asset Register.
- 18. Planning Decisions** – To receive information on any decisions made by NDC.
- 19. Planning Applications**
  - a) To comment on the following planning applications
    - 74170 – Single storey extension to rear to form Kitchen Diner, Two en-suite bedrooms above existing garage with balcony, Single storey Garage to front at High Ways House, Ilfracombe, Devon, EX34 8NY**
  
    - 74296 – Prior notification for erection of a steel frame agricultural storage building at Hay Bale Barn, West Down, Ilfracombe, EX34 8NX.**
  
    - 74237 – Extension to Existing Industrial Unit at Unit 4, Mullacott Cross Industrial Estate, Ilfracombe, Devon, EX34 8PL.**
  
    - 74339 – Use of Caravan Park throughout the year at Bay View, Farmers Turnpike Cross, Woolacombe, Devon, EX34 7HG.**
  
    - 74331 – Change of use from Petrol Filling Station & Workshop to Caravan Sales / Commercial at Foxhunters Garage, West Down, Ilfracombe, Devon, EX34 8NU.**
  - b) To comment on any planning applications received after the Agenda was published.
- 20. Correspondence** – To receive items of correspondence received since the last meeting.
- 21. Unresolved Questions**
- 22. Items to be added to the next meeting Agenda**
- 23. Any Other Business.**

**PART B** - The public and press are excluded from this part of the meeting.

- 24. Co-option Vacancy** – To receive information on applicants for the Parish Councillor vacancy.
- 25. Clerks Contract** – To discuss and agree the Clerks Contract.