

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

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

You are hereby summoned to attend the Council Meeting of West Down Parish Council which will be held on **Wednesday 6 April 2022 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 2nd March 2022.
5. **Matters Arising** - To discuss matters arising from the Parish Council meeting held on 2nd March 2022.
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** –
 - a) Update on the Footpath Grant funding.
 - b) To discuss drawing up the Tender Document for Footpath 12.
10. **Community Award** – To receive an update on the Community Award.
11. **Community Land Trust** -To receive an update on the CLT.
12. **NDC Climate & Environmental Grant** – To receive an update on the work and funding.
13. **Platinum Tree (Queen’s Green Canopy)** – To receive information on funding from C Cllr A Davis towards the tree & plaque and the bench from the D Cllrs Grant.
14. **Queen’s Platinum Jubilee** – To discuss plans for the Queens Platinum Jubilee weekend.

15. **Litter Bin Audit** – To complete the spreadsheets and audit of litter and dog bins.
16. **20 mph Speed Limit in the Village.**
 - (a) To receive an update on the Expression of Interest.
 - (b) To receive information on setting up a Community Speed Watch group in the village.
17. **Parish Council Diary** – To receive the amended diary for 2022/2023.
18. **Village Emergency Planning** – To receive information on the risk assessment prior to taking this to the village.
19. **New Model Code of Conduct** – To consider adoption of the new Model Code of Conduct and associated training.
20. **Financial Regulations.** To review the Parish Council Financial Regulations Policy & signatories.
21. **Finances**
 - a) To receive the balance in the bank accounts.
 - b) To receive and agree the invoices received for payment.
 - c) To receive the VAT Claim.
 - d) To receive the Parish Council Accounts for 2021/2022.
 - e) AGAR (Annual Governance Accountability Return)
 - (i) To complete and sign the Annual Governance Statement 2021/2022.
 - (ii) To complete and sign the Accounting Statements 2021/22.
 - (iii) To confirm the Asset Register up to date as at 31.3.22.
22. **Planning Decisions**

To receive any planning decisions from NDC.
23. **Planning Applications**
 - a) To comment on the following planning applications.

74863 – Prior Approval for change of use of agricultural building to dwelling house under class Q at West Hill Farm, West Down, Ilfracombe, Devon, EX34 8NF.

74802 – Change of use from Agricultural to residential garden and erection of timber outbuilding at land at Easter Hill View, Aylescott Lane, West Down, Ilfracombe, Devon, EX34 8NJ.
 - b) To comment on any planning applications received after the Agenda was published.
24. **Correspondence** – To receive items of correspondence received since the last meeting.
25. **Unresolved Questions.**
26. **Items to be added to the next meeting Agenda**
27. **Any Other Business.**