

## 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, J Robinson.**

You are hereby summoned to attend the **ANNUAL PARISH MEETING** of West Down Parish Council which will be held on **Wednesday 4 May 2022 at 7.15 pm** at the Parish Hall, West Down. In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are invited to attend.

1. Apologies.
2. Questions/Statements from the Public.

**THE ANNUAL GENERAL MEETING OF WEST DOWN PARISH COUNCIL WILL FOLLOW AT APPROXIMATELY 7.45 P.M.** 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 6 April 2022.
5. **Matters Arising** - To discuss matters arising from the Parish Council meeting held on 6 April 2022.
6. **Election of Officers 2022/2023**
  - a) Chairman
  - b) Vice Chair
  - c) Joint Data Protection Officers
  - d) Parish Council Auditor
  - e) P3 Scheme Co-Ordinator
  - f) Joint Police Advocate
  - g) Community Award Co-ordinator
7. **Police Report** – To receive information from the Police including the monthly crime figures.

8. **Report from the County Councillor** - To receive an update/report from C Cllr A Davis.
9. **Signage in the Village** – To discuss the request made for signage in the village.
10. **Report from the District Councillor** - To receive an update/report from D Cllr M Wilkinson.
11. **Footpaths** – To discuss drawing up the Tender Document for Footpath 12.
12. **Community Award** – To receive an update on the Community Award.
13. **Small Grants Policy** – To discuss how the payments will be made.
14. **Community Land Trust** -To receive an update on the CLT.
15. **NDC Climate & Environmental Grant** – To consider the funding available from NDC for 2022/23.
16. **Platinum Tree (Queen’s Green Canopy)** – To receive information on the plaque and agree the balance to go to WDVGFA towards the tree.
17. **Queen’s Platinum Jubilee** – To discuss plans for the Queens Platinum Jubilee weekend.
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.
20. **Parish Council Insurance** – To receive the renewal notice and alternative quotations received.
21. **Finances**
  - a) To receive the balance in the bank accounts.
  - b) To receive and agree the invoices received for payment.
22. **Planning Decisions**

To receive any planning decisions from NDC.
23. **Planning Applications**
  - a) To comment on the following planning applications.  
**75071 - Erection of 4 holiday pods/chalets at Old Railway Yard, Willingcott, Woolacombe, Devon, EX34 7HN.**
  - 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.**