

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](tel:07852627967). Email: - clerk@westdownparishcouncil.org.uk

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

You are hereby summoned to attend the Council Meeting of West Down Parish Council which will be held on **Wednesday 2nd November 2022 at 7.00 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

PUBLIC MEETING TO HEAR ABOUT THE ISSUES THREATENING THE POST OFFICE OUTREACH SERVICE AND DISCUSS POSSIBLE WAYS FORWARD.

Mr John Stainer, Parish Hall Management Committee, to outline the concerns. Members of the public are invited to attend this public meeting which will commence at 7.00p.m. prior to the Parish Council Meeting.

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 the 5th October 2022.
5. **Matters Arising** - To discuss matters arising from the Parish Council meeting held on the 5th October 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. **Planning Decisions** – To receive any planning decisions from NDC.
10. **Planning Applications**
 - a) To comment on the following planning applications.
76059 – Single storey extension to front and side, and first floor extension over garage including enlargement of rear dormer at Chapel Meadow, West Down, Ilfracombe, Devon, EX34 8NF.

76074 – Erection of an agricultural shed and associated works at Land at Higher Willingcott Farm, Woolacombe, Devon, EX34 7HN.

b) To comment on any planning applications received after the Agenda was published.

11. Footpaths –

- a) To progress the tender document for footpath works.
- b) To receive any update on footpath surveys.

12. Community Land Trust – To receive any updates on the CLT.

13. Emergency Planning – To receive any update.

14. Parish Hall Insurance – To agree level of insurance cover is adequate and ensure the premium has been paid.

15. Tender for Grass Cutting and Cleaning of Bus Shelters. To discuss any changes required to the tender document using the new template.

16. Small Grant Applications – To discuss applications received and ensure accounts satisfactory before awarding the grants.

17. Review of Health & Safety Policy – To see if any changes are required.

18. Review of IT Policy – To see if any changes are required.

19. Finances

- a) To receive the balance in the bank accounts.
- b) To receive and agree the invoices received for payment.
- c) To discuss preparing the Budget for the next Financial Year.

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