

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 and H Knight.

You are hereby summoned to attend the Council Meeting of West Down Parish Council which will be held on **Wednesday 5th April 2023 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 the 1st March 2023.
5. **Matters Arising** - To discuss matters arising from the Parish Council meeting held on 1st March 2023.
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.
 - 76675 – Listed Building consent for the erection of a new floor and staircase in a full height barn attached to the rear of the property at Manor House, West Down, Ilfracombe, Devon, EX34 8NH.**

 - 76815 – Prior Notification by telecommunications code system operator for erection of 1 No. 17.5m monopole with 3 No. antennas, 2 No. 0.3m dish and ancillary equipment together with the installation of 1 No. equipment cabinet all to replace existing (Ref CS12636922) at Greenpark Farm, West Down, Ilfracombe, Devon, EX34 8NW.**

76647 – Construction of a surface water attenuation pond and associated infrastructure (part retrospective) at Land to west of Ilfracombe Road and to the south of Dean Lane, West Down, Ilfracombe, EX34

76817 – Prior notification for erection of an agricultural building at Trimstone Farm, Ilfracombe, Devon, EX34 8NR.

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

11. Post Office Outreach Service

To receive information from the Public Meeting on the 29th March 2023 and look at the way forward.

12. Footpaths –

- a) To receive an update on the Tender for the work to the boardwalk on Footpath 12.
- b) Any other footpath matters.

13. Community Land Trust

To receive any updates on the CLT.

14. Community Councillor Grant 2023-2024 – To look at suggestions in respect of this funding.

15. Small Grant Fund - To look at any information received in respect of Items 10 and 11 on the Small Grant Fund Policy.

16. Probation Service - To receive any information on the Community Payback work in the village.

17. Climate & Environmental Grant 2022-2023 – To receive an update on the application.

18. Emergency Plan - To receive any information following the meeting on 28th March 2023.

19. Financial Regulations – To review the regulations and cheque signatories.

20. Finances

- a) To receive the balance in the bank accounts.
- b) To receive and agree the invoices received for payment.
- c) To receive information in respect of the VAT reclaim.
- d) To receive the Parish Council Final Accounts for 2022-2023.
- e) To receive information on the Audit for 2022-2023.

21. Local Elections on the 4th May 2023 - To receive an update from the Clerk about the key election timetable dates.

22. Correspondence – To receive items of correspondence received since the last meeting.

23. Unresolved Questions.

24. Items to be added to the next meeting Agenda

25. Any Other Business.