

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, 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 7th June 2023 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

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 10th May 2023.
5. **Minutes** – To approve the Minutes of the Annual Parish Meeting held on the 10th May 2023. (These will be signed at the Annual Parish Meeting in 2024).
6. **Matters Arising** - To discuss matters arising from the Parish Council meeting held on 10th May 2023.
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. **Report from the District Councillor** - To receive an update/report from D Cllr M Wilkinson.
10. **Planning Decisions** – To receive any planning decisions from NDC.
11. **Planning Applications**
 - a) To comment on the following planning applications.
 - 77025 – Prior approval for the erection of an agricultural barn following prior notification 76817 at Trimstone Farm, Trimstone, West Down, Ilfracombe, Devon, EX34 8NR.**

 - 77118 – Conversion of redundant rural building to dwelling & associated works at Barn at Darragh Lodge, Heddon Mills, Braunton, Devon, EX33 2NQ.**

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

12. Post Office Outreach Service

To receive information regarding the Working Party meeting set for the 14th June 2023.

13. Footpaths –

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

14. Community Land Trust

To receive any updates on the CLT/Housing Needs Survey

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

16. Devon Communities Together - Membership Fee. To agree the payment for this.

17. Emergency Plan - To receive any update on this plan.

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

19. Standing Orders – Annual Review of this policy.

20. Statement of Internal Control – Annual review of this policy.

21. Financial Risk Assessment – Annual Review of this policy.

22. Wrought Iron Bench – To Minute the gifting of the Wrought Iron Bench to the Community Park.

23. AED Pads for the Defibrillator – To agree the purchase of replacement AED Pads.

24. 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 give details of the Notice of Public Rights of the Audit.

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

26. Unresolved Questions.

27. Items to be added to the next meeting Agenda

28. Any Other Business.