

# 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](mailto:clerk@westdownparishcouncil.org.uk)

To: **S Ayre (Chair), M Reeves (Vice-Chair), R Kenshole, S Squire, T Verney, H Knight and S Whitby.**

You are hereby summoned to attend the Council Meeting of West Down Parish Council which will be held on **Wednesday 1<sup>st</sup> November 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 4<sup>th</sup> October 2023.
5. **Matters Arising** - To discuss matters arising from the Parish Council meeting held on 4<sup>th</sup> October 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. **Climate & Ecology Bill** – To receive information from Cllr Knight and discuss West Down Parish Council's position on this.
10. **Parking around the Island in the village** – To discuss the request for Police action due to inconsiderate and dangerous parking.
11. **Planning Decisions** – To receive any planning decisions from NDC.
12. **Planning Applications**
  - a) To comment on the following planning applications.  
**77557 – Demolition of existing barn & erection of dwelling at Hay Bale Barn, West Down, Ilfracombe, Devon, EX34 8NX.**  
  
**77772 – Erection of a dwelling at Teasel Cottage, West Down, Ilfracombe, Devon, EX34 8NT.**

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**77784 – Prior Approval for change of use of agricultural building to 3 dwellings (Class Q (a)(b) at Greenpark Farm, West Down, Ilfracombe, Devon, EX34 8NW.**

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

**13. Flashing Speed Signs** - To receive any further information.

**14. Footpaths –**

- a) To receive Tenders received for outstanding footpath works.
- b) Any other footpath matters.
- c) P3 Footpath Survey

**15. Community Land Trust**

To receive any updates on the CLT/Housing Needs Survey.

**16. Emergency Plan** - To receive any update on this plan.

**17. Car Park** – To discuss the way forward regarding a lease and maintenance payments.

**18. Air Ambulance Light** – To receive information about rectifying the Air Ambulance light in the Park.

**19. Small Grant Fund**

- a) To discuss applications received and decide on funding awards.
- b) To receive an update on the editable pdf application form.

**20. Partner Consultation – Dog Related PSPO (Public Spaces Protection Order) review 2024**

– to consider and comment as necessary on this consultation.

**21. Parish Hall Representatives** – To revisit the Parish Council's current situation regarding attendance at Parish Council Management Committee meetings.

**22. Health & Safety Policy** - Annual Review.

**23. IT Policy** – Annual Review.

**24. Advertise for Tenders for Parish Grass Cutting and Cleaning of the Bus Shelters for the following calendar year** - To discuss any amendments required.

**25. Parish Hall Buildings & Contents Insurance** – To receive the insurance schedule from the Parish Hall and a copy of the receipt to prove payment. Councillors to agree whether level of cover is adequate.

**26. Post Office Outreach Service** – To revisit the Parish Council's assistance with funding of the hire of the Parish Hall.

**27. Finances**

- a) To receive the balance in the bank accounts.
- b) To receive and agree the invoices received for payment.
- c) To prepare the Budget for the financial year 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 with a view to setting the Precept.
- d) To agree the Asset Register and formally sign the amendments.

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

**29. Unresolved Questions.**

**30. Items to be added to the next meeting Agenda**

**31. Any Other Business.**