

WEST DOWN PARISH COUNCIL

Email: - clerk@westdownparishcouncil.org.uk

To: Cllrs M Reeves (Chair), S Ayre (Vice-Chair), R Kenshole, T Verney, H Knight, S Whitby,
I Lavender and S Tanton.

You are hereby summoned to attend the Council Meeting of West Down Parish Council which will be held on **Wednesday 3rd September 2025 at 7 pm** at the Parish Hall, West Down

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.
4. **Minutes:** To approve and sign the Minutes of the West Down Parish Council AGM Meeting dated the 2nd July 2025.
5. **Matters Arising:** To discuss matters arising from the Parish Council meeting held on 2nd July 2025.
6. **Police Report:** To receive Police information including the monthly crime figures.
7. **Report from the County Councillor:** To receive a report from C Cllr A Davis.
8. **Report from the District Councillor:** To receive a report from ND Cllr M Wilkinson.
9. **Election of outstanding Parish Council roles:** 2nd Parish Council Representative on the Parish Hall Management Committee.
10. **Reactive Speed Sign:** To receive an update on the poles and any responses from Highways regarding utility services beneath 2 of the chosen sites.
11. **Planning Decisions:** To receive any planning decisions from NDC.

Approved

80303 Barn in field west Trimstone Manor

Approval of details in respect of discharge of condition 6 (hedge planting) attached to planning permission 75490 (Conversion of redundant stone agricultural barn to dwelling)

80398 8 Thorne Park West Down Ilfracombe Devon EX34 8NG

Demolition of dwelling and erection of replacement dwelling

80260 Corbiere 12 Thorne Park West Down Ilfracombe Devon EX34 8NG

Application for a non-material amendment to planning permission 73876 (extension to dwelling and conversion of detached garage to independent living annex) in respect of amendments to window and door openings to the annex

80473 The Annexe Higher Willingcott Farm Woolacombe Devon EX34 7HN

Demolition of existing dwelling and erection of new farm managers accommodation

12. Planning Applications to consider:

- a) **80555** proposed equestrian sand school & septic tank at Land Adj B3343, West Down EX34 8NY
- b) **80606** Retrospective retention of a livestock shelter at Land known as Part Beef Park Buttercombe Lane, Ilfracombe EX34 8NU
- c) To comment on any planning applications received after the Agenda was published.

13. Footpaths:

- a) Update and discussion on current grass cutting contractor position. (177/25)
- b) Update on both new and outstanding P3 grant claims.
- c) Any other footpath matters. (Including National Grid/Hi-Line Tree work in Garden Lane.)

14. Road Warden Scheme: To discuss the next steps, including Road Warden Training.

15. Small Grant Fund Form update (updated August and to be publicised).

16. S106 Expression of Interest update.

17. Bus shelter: Foxhunters Replacement update/ Paint the bus shelter.

18. Car Park Lease: To receive an update on the Village Car Park, post lease agreement.

- a) completion of shrubbery trimming and weed control by NDC.

19. To Review and Update the Parish Council Diary.

20. Internal Quarterly Audit arrangements.

21. External Audit arrangements – update.

22. Insurance: To receive an update on the Insurance.

- a) Update on notifying insurers of additional items for cover, particularly the car park.

23. DALC Clerks Essentials Training Course (3 x 1 hour Webinars) £36 each.

24. Purchase of Poppy Wreath & order Salt supplies.

25. Finances:

- a) To receive the balance in the bank accounts.
- b) To receive and agree the invoices received for payment.

26. The Asset Register: To make sure it is up to date.

27. Correspondence: To receive items of correspondence received since the last meeting.

28. Unresolved Questions:

29. Items to be added to the next meeting Agenda.

30. Any Other Business:

Part B: Confidential Matters:

31. Any Matters deemed too confidential for part A:

a) Clerks Contract & salary update following LGA Agreement

John Barnett

Clerk to the Council

074696-11839