

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 5th November 2025 at 7 pm** at the Parish Hall, West Down

AGENDA

Part A:

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 Meeting dated the 1st October 2025.
5. **Matters Arising:** To discuss matters arising from the Parish Council meeting held on 1st October 2025 that are not already on this agenda.
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. **Reactive Speed Sign:** To receive an update on installation of the poles and any further responses from Highways regarding utility services beneath the preferred chosen site on Ilfracombe Road. To discuss further neighbourhood communication plans.
10. **Planning Decisions:** To receive any planning decisions from NDC.

Approved

80857 Trimstone Farm West Down Ilfracombe Devon EX34 8NR Prior notification for the erection of one agricultural barn 29/9/2025 Prior Approval Not Required Decision 20/10/2025

80721 to Increase the height of detached garage at front of house from 2.5m 4m to install secure garage door and increase storage space at 4 Thorne Park West Down Ilfracombe Devon EX34 8NG

80555 Equestrian sand school at Land Adj B3343 Ilfracombe Devon EX34 8NY

80398 Demolition of dwelling and erection of replacement dwelling at 8 Thorne Park, West Down, Ilfracombe, Devon, EX34 8NG

Refused

80606 Planning application 80606 for retrospective retention of a livestock shelter at Land known as Part Beef Park Buttercombe Lane Ilfracombe EX34 8NU refused due to inadequate evidence to demonstrate that the retrospective development has a strong functional link to local agriculture, forestry or other existing rural activity.

Withdrawn

80256 Buttercombe Meadow Camp Site Prior approval for a 60 day Temporary Recreational Campsite

11. Planning Applications to consider:

- a) **80923** Ilfracombe Park West Down Ilfracombe Devon EX34 8NE Application for a lawful development certificate for existing operation as a caravan site without the need to comply with Conditions A and B attached to the original planning permission NI8302
Note: For information only. The Parish Council is not a consultee on this application.

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

12. Footpaths:

- a) Review Grass Cutting & Bus Shelter cleaning Schedule and contract terms for 2026 in readiness to request quotations.
- b) Update on both new and outstanding P3 grant claims.
- c) Any other footpath matters, including outstanding extra work required.
- d) P3 walking of footpaths (October to December).

13. Road Warden Scheme: To discuss the next steps, including Road Warden and Volunteer Highway Safety Awareness Training.

14. Review of Health and Safety Policy.

15. Bus shelter: Foxhunters (wooden) Replacement update/ Painting the 3 other bus shelters.

16. Car Park : To receive an update on the Village Car Park weed control.

17. Emergency Plan review update.

18. Small Grant Applications: To review small grant applications and decide on funding awards.

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

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

20. Purchase of Salt supplies – update.

21. Budget Proposals: To review budget proposals for 2026/27.

22. Finances:

- a) To receive the balance in the bank accounts.
- b) To receive and agree the invoices received for payment.
- c) Status of Small Grant Fund Stage 2 payments for 2025-2026.
- d) To receive the Mid Term Accounts as at 30 September 2025.

23. Obtain a copy of Parish Hall insurance certificate as West Down Parish Council is a Custodian Trustee

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

25. Unresolved Questions :

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

27. Any Other Business:

Part B: Confidential Matters:

28. Any Matters deemed too confidential for Part A:

John Barnett
Clerk to the Council
074696-11839