



**Minutes of the Annual Berrynarbor Parish Council meeting held on
Tuesday 10 June at 7pm 2025 in the Manor Hall, Birdswell Lane,
Berrynarbor**

Present: B Joyce, J Latham, A Stanbury (Chairman), G Bacon, J Fairchild.

Also Present: Julie Irwin (Parish Clerk), County Cllr. A Davies

2506/01 Apologies – Cllr. Davis, Cllr. Boxall

2506/02 Declarations of Interest - None

2506/03 Public Participation – None

2506/04 To approve and adopt Minutes - It was **resolved**, with two abstentions and no votes to the contrary, to approve the minutes of the meeting held on 13 May 2025 as a correct record.

2506/05 To Review Actions from May 2025 - All actions are completed or on Agenda.

2506/06 To receive reports from

a) Police – no report

b) County Cllr. A Davis, (*Report 1*)

Site Safety officer has approved sites for vehicle activated signs have been approved as two are on private land, landowner permissions must be sought **ACTION 1**

Cllr. Davis will provide 4k from the Locality Budget to support this project. **ACTION 2**

The programme for children for summer holidays is now available. Cllr. Stansbury highlighted the damaged, bent and dangerous road sign and Berry Down and the Open Reach Broadband box that has been hit and damaged at Digger Cross. This is the responsibility of Open Reach and not DCC.

c) District Cllr. J Hunt - None

d) Play Area - Maintenance update is on agenda.

The Gate to the recreation field has been forced open by removing the whole post rather than undoing the padlock. SWW have been contacted to repair the post and the gate.

e) Manor Hall – AGM Tuesday 17 June 19.00hrs. Manor Hall Team to email Clerk regarding Fete.

f) Footpaths

The collapsed wall on the South West Coast Path is not the responsibility of NDC but of the landowner. National Trust Golden Coast have been contacted and they do not own the land where the wall is. It would appear that the owner is the Holiday Park, **ACTION 3**
The National Trust requested that the padlock on the post be replaced as it is rusted. **ACTION 4**

There is no update on Broadsands.

g) Dog Exercise Area – the wild flower area is to be left over the summer and removed in the Autumn



**Minutes of the Annual Berryarbor Parish Council meeting held on
Tuesday 10 June at 7pm 2025 in the Manor Hall, Birdswell Lane,
Berryarbor**

h) Grit Bins/Road

Sand Bunker – we are required to renew the Sand Bunker Licence with NDC.

The sand Bunker is broken and needs to be replaced/repared. Clerk to circulate pictures of alternatives and obtain quotes for repair

ACTION 5

i) Clerks Report (*Report 2*)

j) Meetings/Events attended by Councillors/Clerk - None to report

2506/07 To approve payments and receipts to date - It was resolved, with no votes to the contrary, to approve the payments and receipts.

Outgoing			Incoming	
Lloyds Bank (Service charges)	£4.25			
British Gas - Toilet Electricity	£63.64			
NarborNews Donation	£60.00			
Clerks Salary	£484.15			
HMRC & NI	£149.22			
WesternWeb (Domain)	£72.00			
Tesco Mobile	£7.95			
FreshOut Cleaning (Toilets)	£160.00			
Heavy duty outdoor padlock	£36.00			
Portable Toilets (BerryFest)	£228.00	D	Interest (May)	£8.71
		E	VAT Reclaim	£291.85
	£1,265.21			£300.56
Community Account (6	£ 19,175.86			
Instant Access Account	£ 29,724.78			

2506/08 Grant Funding and Donations

a) The request from South West Ambulance Trust for donations to equip a Community Response Vehicle. It was **agreed** with no votes to the contrary to donate £50

2506/09 Planning & Planning Correspondence - Planning Applications: to consider,

a. [Reference: 80339](#) - Extension and alterations including porch, veranda and terrace at Thistledew, Birdswell Lane Berryarbor Ilfracombe Devon EX34 9SF Grid Ref: 256028; 146875 – **Supported**, with no comment.

2506/10 Dog poo bag holder – It was **agreed** with no votes to the contrary to look for a recycled poo bag holder to replace the old one.

2506/11 Toilet Soap Holders – It was **agreed** with no votes to the contrary to replace the three toilet soap holders.



**Minutes of the Annual Berryarbor Parish Council meeting held on
Tuesday 10 June at 7pm 2025 in the Manor Hall, Birdswell Lane,
Berryarbor**

- 2506/12 Unsuitable for Caravans Sign** - It was **agreed** with no votes to the contrary to purchase a sign to be erected on private land.
- 2506/13 Composting Toilet** – the issues relating to the erection of a composting toilet were considered and it was **resolved**, with no votes to the contrary not to approve the request.
- 2506/14 Playground Maintenance** – Cllr. Bacon met with the contractor who offered the original quotation, but he has decided not to offer a revised quotation.
One quotation received from Wickstead. Cllr. Bacon to contact Wickstead and TK Play to discuss quotes for work to be done following the playground inspection. **ACTION 6**
- 2506/15 Road Safety** – the safety of the roads around the school during drop off and pick up was discussed. Cllr. Davies provided the Traffic Orders indicating the “no waiting” areas. There are yellow lines evident in the no waiting areas, a request for refurbish these has been made. Cllr. Davies has requested some enforcement at School times.

It was resolved that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information.

PART B

None

Meeting ended at 20.08 pm

Signed..... Dated.....

NB: Reports can be found on the Website



**Minutes of the Annual Berryarbor Parish Council meeting held on
Tuesday 10 June at 7pm 2025 in the Manor Hall, Birdswell Lane,
Berryarbor**

Appendix 1. Actions from May

1	To chase the repainting of white lines at the bottom of Castle.	Clerk	Reported ENQ251863598 – passed to contractor, estimated time 10 June
2	Liaise with school re preparation of recreation field for sports day	Clerk	Completed
3	To chase quotations for removal of the wild flower area in the dog walking field.	Clerk	Ongoing awaiting quotes
4	Source and cost a “unsuitable for caravans” sign	Clerk	On Agenda
5	Speedwatch campaign Liaise with school and County Cllr. Davis regarding signs	Cllr. Boxall/Clerk	On Agenda
6	Upload comments to planning site	Clerk	Complete
7	Renew PC Insurance with Hiscox	Clerk	Complete
8	Meet with contractor to assess quotation of playground maintenance (JUNE AGENDA)	Cllr. Bacon	On Agenda
9	Purchase of New PC mobile phone	Clerk	Ongoing
10	Decommission and hand over of old Defib, erection of signs	Clerk	Completed
11	Advert/request for memorial bench	Clerk	Ongoing
12	Liaise with organisers of Berryfest 2025 – Toilets paid for	Clerk	Complete