



**Minutes of the Annual Berryarbor Parish Council meeting held on Tuesday 9 September at 7pm 2025 in the Manor Hall, Birdswell Lane, Berryarbor**

Present: Cllrs. A. Stanbury, (Chair), A. Davies, K. Young, J. Irwin (Clerk).

Also Present: 7 members of the public.

Meeting commenced at 19.00 hrs.

**It was noted that the Declarations of Acceptance of Office for Cllr. Young, had been signed and received.**

**2509/01 Apologies** – Cllrs. J. Latham, G. Bacon, B. Joyce, C. Boxall, J. Fairchild.

**2509/02 Declarations of Interest** – Cllr. K. Young – item 10.

**2509/03 Public Participation** – two members of the public requested to speak.

A member of the public reported that the trees in Claudes Garden. A branch of the apple tree over hangs the road, the main branch of the tree inside the gate is too low and the crown needs removing, **ACTION 1.**

A member of the public reported the motorised sporting event that took place 16 & 17 August in Ruggaton Woods had been noisy disruptive. Stating that the issue had been raised the previous year, (*on agenda*).

He also highlighted that the NarborNews was coming up to its 1-year anniversary and asked if the PC would continue to support. (*Oct Agenda*)

**2509/04 To approve and adopt Minutes** - It was **resolved**, with one abstention and no votes to the contrary, to approve the minutes of the meeting held on 12 August 2025 as a correct record.

**2509/05 To Review Actions from July 2025** – Actions are all completed, apart from action 5, which will go onto *Oct agenda*

**2509/06 To receive reports from**

- a) Police – no report
- b) County Cllr. A Davis, no report as DCC has been in recess. Two issues to raise,
  - a. The phone cabinet at Diggers Cross has been hit again, it has been reported to Road Safety Officer and to Highways.
  - b. Potholes on Castle Hill have been reported and awaiting repair.
  - c. The solar speeding signs at Berry Down have been reported.
- c) District Cllr. J Hunt - None
- d) Play Area
  - a. An update was provided regarding the maintenance of the manor hall play area, (*see Clerks report*).
  - b. An update was given regarding the repair to that gate to the recreation field (*see Clerks report*).



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- e) Manor Hall - none
- f) Footpaths – BPC has not received any communications regarding P3 funding, C Cllr. Davies to report.
- g) Dog Exercise Area
  - a. A gap has been reported in the fence, it was agreed that this would be mended. **ACTION 2.**
- h) Grit Bins/Road
  - a. Sand bunker repair quote for repair was **approved**.
- i) Clerks Report (*Report 1*)
- j) Meetings/Events attended by Councillors/Clerk
  - a. Berryfest took place at the weekend, the PC thanked Cllr. Young for organising the event. The event raised £550, that will be ringfenced to support Berryfest 2026.
- k) Correspondance
  - a. Removal of the wild flower area in the dog walking area will be discussed later in the year.
  - b. Motorised sporting event at Ruggaton, is a private event on private land and therefore not on the purview of BPC. However, BPC will contact landowners to request that they notify Parishioners of any future events.

**2509/07 To approve payments and receipts to date -** It was **resolved**, with no votes to the contrary, to approve the payments and receipts for August. Invoices have been checked by Cllr. Davis.

Outgoing		Incoming	
Lloyds Bank (Service charges)	£4.25		
British Gas - Toilet Electricity	£35.71		
Narbor News Donation	£60.00		
Clerks Salary	£484.15		
HMRC & NI	£149.42		
Tesco Mobile	£7.95		
FreshOut Cleaning (Toilets) Fay Mills	£160.00		
Amazon - Dog Poo Bag Holder	£21.62		
Amazon - Dog Poo Bags	£11.27		
Ink Cartridges	£32.89		
		Devon CC Emergency Planning	£230.50
		Interest (August)	£18.83
		North Devon Council - Toilet Grant	£702.00
	<b>£967.26</b>		<b>£951.33</b>
Community Account	£18,427.90		
Instant Access Account	£29,779.02		

**2509/08 Request for Donations**

- a. Berryarbor Pre-School – BPC would like to support this initiative, but require further information before doing so. **ACTION 3.**



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- b. Devon Mobility – further information to be requested regarding the engagement with DM and the Berryarbor community. **ACTION 4.**

**2509/09 Planning & Planning Correspondence** - Planning Applications: to consider,

- c. [Reference: 80661](#) - Replacement dwelling and associated works at Broadlands Farm Berry Down Combe Martin Devon EX34 0NZ.  
**Approved** with the **condition** that mobile homes currently on the site are removed.

**2509/10 Site Visit for Hedge/tree trimming** - The PC will look at each site in more detail, with the contractor, to agree the detail of the work to be carried out. Waste management will be reviewed at the same time. **ACTION 5.**

**2509/11 Berryarbor Parish Emergency Plan** – A grant has been awarded to support the development of the new Emergency Plan. The Clerk outlined the plan for a community project to develop the plan. The Council **supported** this plan. **ACTION 6.**

**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**

**2509/12 DCC Pension Line** – It was resolved, with no votes to the contrary to re-enroll the Clerk onto the DCC pension.

Meeting ended, 20.23

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

**NB: Reports can be found on the Website**



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**Appendix 1. Actions from July**

1	Meet with Parishioner to discuss paper for August agenda item relating to Ye Old Globe public house	Clerk	<b>Completed</b>
2	Arrange a site visit to review hedge and foliage trimming as requested by parishioners at the July meeting	Clerk	<b>Completed</b>
3	Arrange donation to Manor Hall of £300	Clerk	<b>Completed</b>
4	Speak with contractor regarding work to footpaths 16 and 27	Cllr. Fairchild	<b>On Oct Agenda</b>
5	Meet with contractor and review quote for repair of sand bunker	Clerk	<b>Completed</b>
6	Liaise with Parishioner regarding purchase of memorial bench.	Clerk	<b>Completed</b>