



Minutes of the Berrynarbor Parish Council meeting held on Tuesday 9 December at 7pm 2025 in the Manor Hall, Birdswell Lane, Berrynarbor

Present: Cllrs. A. Stanbury, (Chair), J. Latham, B. Joyce, C. J. Fairchild, K. Young, J. Irwin (Clerk), C.Cllr. Davies.

Also Present: 3 members of the public.

Meeting commenced at 19.00 hrs.

2512/01 Apologies – Cllrs. C. Boxall, A. Davis, G. Bacon.

2512/02 Declarations of Interest – None

2512/03 Public Participation – one member of public requested to speak.

The member of public highlighted that Berrynarbor is looking great at the moment and thanked the Parish Council for their part in this.

He also drew attention to the disgraceful state of some of the roads and that money is wasted as the potholes are not filled properly. Water is just flowing down the roads because the drains have not been cleared out.

The Parish Council would like to thank Richard Gingell for moving the sandbags out and back into the sand bunker so that it could be repaired.

2512/04 To approve and adopt Minutes - It was **resolved**, with no objections to **approve** the minutes of the meeting held on 11 November as a correct record, with one amendment “Annual” needs removing from the header.

2512/05 Co-option of New Councillor - A Co-option application had been received from Robert Kitchen and circulated ahead of the meeting. The Chair proposed the co-option and it was seconded by all of the other Councillors, it was therefore **resolved**, with no votes to the contrary to Co-opt Robert Kitchen to the Parish Council.

2512/06 To Review Actions from November 2025 – Actions 1, 4, 6 & 7 are complete. Actions 2 & 3 are ongoing.

2512/07 To receive reports from

- a) Police – no report received
- b) County Cllr. A Davis – Report on website (*Report 1*),
 - a. An outline of the three proposals for devolution was outlined
 - b. The ongoing library consultation
 - c. Highway defects – some potholes that have a safety concern are temporarily filled (and others in close proximity left), until a permanent fix is undertaken. Please continue to report all potholes.
 - d. Cllr. Stanbury highlighted the blocked drains outside Stapleton Farm and at cleaning of the culvert at Two Rocks.
 - e. Road safety concerns – there is no collision data, so if there is a need for lines and signs to change the PC need to vote and



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minute what we want and go back to NDC. The road safety officer would not visit the site – *On Agenda*

- c) District Cllr. J Hunt –No report received.
- d) Play Area – painting of the hut in recreation ground was discussed. Cllr. Young to seek permission from South West Water and report back to the PC. **ACTION 1.**
- e) Manor Hall - none
- f) Footpaths – P3 funding to be chased **ACTION 2.**
- g) Dog Exercise Area
- h) Grit Bins/Road
- i) Clerks Report (*Report 2*)
- j) Meetings/Events attended by Councillors/Clerk – none
- k) Correspondance
 - a. The chair has contacted NDC regarding the car park and toilet adoption and is awaiting a call back.
 - b. The Council discussed the email regarding Enforcement Appeal APP/X1118/C/25/3375335. They agreed with one abstention to **support** the defence of the enforcement.

2512/08 Road Safety Concerns update – the current issues relating to parking around the school at each end of the day were discussed. The following actions were agreed;

- Yellow and white lines are to be reinstated **ACTION 3.**
- The PC to write to the school asking them to write to all parents highlighting the parking issues. **ACTION 4.**
- Write to NDC support with line painting **ACTION 5.**

2512/09 To approve payments and receipts to date - It was **resolved**, with no votes to the contrary, to approve the payments and receipts for November. Invoices have been checked by Cllr. Fairchild.

Outgoing		Incoming	
Lloyds Bank (Service charges)	£ 4.25		
Clerk Salary	£ 485.52		
HMRC	£ 155.19		
Pension	£ 175.98		
Mobile Phone	£ 7.95		
British Gas (electricity at toilets)	£ 36.00		
ICO Registration	£ 52.00		
Refreshments Planning Meeting	£ 17.42		
Kingsley Printers (NarboNews) Dec	£ 60.00		
Fresh Out Cleaning	£ 160.00		
Amazon (Hard Drive)	£ 53.86		
Amazon (dog poo bags)	£ 25.98		
Transferred to Instant Access Acc.	£ 7,200.00		
Land Registry	£ 14.00		
Amazon (suspension files)	£ 15.18		
SLCC (CILCA) J Irwin	£ 495.00		
Back to Your Roots (additional work)	£ 2,300.00		
		Transferred from Community Acc	£ 7,200.00
		Interest (Nov)	£ 15.68
	£ 11,258.33		£ 15.68
Community Account	£ 22,055.39		
Instant Access Account	£ 37,025.87		



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2512/10 Removal of Wild Flower Areas – The removal of Remove middle hedge, fence and wild flowers to ground, £480 and trimming of brambles of the wall and road from field gate, £180, was **approved**.

Remove upper middle hedge and fence to ground level, £450 was **not approved**, and can be reviewed at a later date if necessary.

2512/11 Free Landmark Tree from Saving Devon's Treescapes – The Parish Council unanimously **agreed** to accept the generous offer of a free landmark tree from Saving Devon's Treescapes. The Council has chosen the Devon whitebeam (*Sorbus devoniensis*) as its tree. The exact planting location will be confirmed at a later date.

2512/12 Septic Tank Issues – the ongoing issues and costs relating to the maintenance of the Sewage treatment area at the Community shop were discussed.

The Chair suspended the meeting at 19.45, to hear from Mr. Weston.

The Chair reinstated the meeting at 19.53.

It was **agreed** that the Parish Council would:

- Contact the Estate Agent to clarify the legal status of the free sewage claim (Clerk).
- Contact North Devon Council regarding the sewage treatment plant and the shop (Cllr. Stanbury).
- Speak to Mr. Anderson, who may have knowledge of the historical background.

These actions will provide the necessary information to move the issue forward. The matter will be added to the March agenda.

2512/13 Precept setting 2026-2027 – the budget for 2025-2026 was reviewed and the spend for 2026-2027 was unanimously **approved**, for submission to North Devon Council.

2512/14 Parish Council Meeting Dates 2026 – the dates for 2026 were **approved** and will be circulated.

2512/15 Planning & Planning Correspondence

[Reference: 78088](#) - Demolition of existing agricultural units and erection of 13 residential units and associated works (amended proposal, layout & plans) (Amended location Plan) at Land at Moules Farm Castle Hill Berrynarbor Ilfracombe Devon EX34 9SX Grid Ref:256201; 146586

The Parish Council supports the re-development of the site in principle, however, it does have some concerns; The Parish Council,

- does not feel that there is adequate parking spaces provided for the houses on site, there is already an issue with parking in the village,
- would like to see further parking provision included within the development;



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- has concerns about the sewage and drainage, it is noted that there are already issues in this area;
- has concerns about the safety of pedestrians along Castle Hill, there is no pavement;
- has concerns over the safety of the junction especially with existing properties parking on the opposite side of the road
- would like to see the impact of the street lighting on wildlife and the rural area minimised;

The disruption to residents during construction should be minimised especially during times for school runs;

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 – 20.36

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

NB: Reports can be found on the Website

Appendix 1. Actions from November

1	Mowing the dog walking area as grass too long	Clerk	Completed (on agenda)
2	Establish a working/project group for reviewing the recreation areas.	Clerk	Ongoing
3	Explore implications of reinstalling the basket swing	Clerk	Ongoing
4	Removal of wild flower garden including the fence. Get quotation from contractor Notify Berry in Bloom	Clerk	Completed (on agenda)
5	Put a call out for interest in taking over editing the NarborNews	Clerk	On website, needs to go on social media
6	Explore closure of footpaths and removal of trees as requested by Parishioner.	Clerk	Completed
7	Liaise with MOP and C. Cllr. Regarding road safety concerns.	Clerk	Completed (on agenda)