



BERRYNARBOR PARISH COUNCIL

PARISH CLERK: MRS JULIE IRWIN

BOWDEN FARM COTTAGE, STERRIDGE VALLEY

TEL: 07784 929906 E-MAIL: clerk@berrynarborparishcouncil.org.uk



To: Councillors, A Stanbury (Chairman), J Latham (Vice-Chair), G Bacon, J Fairchild, K Young, C Boxall, A Davies, B Joyce, R. Kitchen.

You are hereby summoned to attend the Annual Parish Council Meeting of Berrynarbor Parish Council, which will be held on **10 March 2026** at the Manor Hall, Birdswell Lane, Berrynarbor at 7pm for the purpose of transacting the following business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend.

Mrs Julie Irwin
Clerk to the Council

Date of issue: 5 March 2026

AGENDA

1. **Apologies** - (Please make any apologies known to the Clerk)
2. **Declarations of interest** - To receive declarations of personal interests and disclosable pecuniary interests (DPIs) in respect of items on this agenda.
3. **Public Participation** - Members of the public are invited to make representations for a maximum of 3 minutes. Issues will be heard and noted but no decisions can be taken in this part of the meeting. Please refer to the procedure for [Public Participation](#) document.
4. **Minutes** - To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on 10 February 2026.
5. **Review of Actions** – November
6. **To receive updates/reports from:**
 - a) Police
 - b) County Councillor A Davis
 - c) District Councillor J Hunt
 - d) Play Areas
 - o Inspection
 - e) Manor Hall
 - f) Footpaths
 - g) Dog Exercise area
 - o Landmark tree
 - h) Grit Bins/Roads
 - i) Clerks report
 - j) Meetings/events attended by Councillors/Clerk
 - k) Correspondance

7. To approve payments and receipts to date – (Feb and Mar, available for Councillors)

8. Requests for Donations

- a. Crimestoppers South West Region (email to Cllrs)
- b. Christmas Lights donation

9. Hill Sweep – to agree the request to fund and support a hill sweep.

10. Planning & Planning Correspondence - Planning Applications: to consider

- a. [Reference: 81402](#) - Extension to function room at The Stonehouse Watermouth Cove Holiday Park Watermouth Ilfracombe Devon EX34 9SJ Grid Ref: 255824; 148049
- b. [Reference: 81302](#) - Removal of conservatory together with erection of rear single storey & two storey extension at The Knapps Barton Lane Berrynarbor Ilfracombe Devon EX34 9SU Grid Ref: 256476; 147113

11. Sewage Plant – to agree the amount to be donated toward maintenance.

12. Toilet Cleaning – to discuss actions required to address issues regarding vandalism.

13. Assertion 10 – to discuss and agree actions required for assertion 10 compliance.

14. IT Policy – to approve.

15. Data Protection Policy – to approve.

16. Document Retention Policy – to approve.

17. General Privacy Notice – to approve

18. Hedge, Grass, Tree Maintenance Tender – to agree requirements for the tender 2026-27

Part B - Confidential

To resolve: 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:

19. Certificate in Local Council Administration (CiLCA) Support

20. Clerks Annual Review