



## BERRYNARBOR PARISH COUNCIL

PARISH CLERK: MRS JULIE IRWIN

BOWDEN FARM COTTAGE, STERRIDGE VALLEY

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

You are hereby summoned to attend the Annual Parish Council Meeting of Berrynarbor Parish Council, which will be held on **9 June 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: 4 June 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.
  - a. *Managing this, e.g. state what the Councillor will do?*
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 [12 May 2026](#).
5. **Review of Actions** – May
6. **To receive updates/reports from:**
  - a) Police
  - b) County Councillor A Davis
  - c) District Councillor J Hunt
  - d) Play Areas
  - e) Manor Hall
  - f) Footpaths
  - g) Dog Exercise area
  - h) Grit Bins/Roads
  - i) Clerks report
  - j) Meetings/events attended by Councillors/Clerk
  - k) Correspondance

7. **To approve payments and receipts to date** – (available for Councillors)
8. **Annual Governance and Accountability Return 2025-2026** – to consider and agree Internal Auditors report, notice of the period for the exercise of public rights and sign off AGAR.
9. **Requests for donations**
  - a. BerryRevels
10. **Climate and Environmental Grant** – to consider the grant offer from NDC
11. **Planning & Planning Correspondence**
  - a. Agree nomenclature “*Object*” and “*Support*” as listed on the planning site.
  - b. [Reference: 81786](#) Application for consent for works to trees covered by a Tree Preservation Order in respect of removal of 4x Ash Trees at Berry Mill Cottage Mill Lane Berrynarbor Ilfracombe Devon EX34 9SH Grid Ref: 255912; 147177.
  - c. [Reference: 81490](#) Prior approval for the erection of an agricultural building at Higher Wheel Farm Combe Martin Ilfracombe Devon EX34 0NZ Grid Ref: 258017; 144576
  - d. [Reference: 81766](#) Demolition of barn and erection of one dwelling together with associated works (utilising fallback position of approval 79104) at Smythen Barn Berry Down Combe Martin Ilfracombe Devon EX34 9TB Grid Ref: 255740; 144654
  - e. [Reference: 81804](#) Extension to front of dwelling at The Linhay Bodstone Barton Farm Combe Martin EX34 0NT
  - f. Mill Park Development – to consider the PC position on this
12. **Risk Assessment** – To review and approve the Risk Assessment for 2026-2027
13. **Equality and Diversity Policy** – To consider and adopt this new policy (*based on the NALC template*)
14. **Community Road Warden Scheme** (report I) – to review report and make a decision on adopting this scheme
15. **Financial Regulations** – approve addition of section regarding debit card as suggested by auditor.
16. **Public Participation at Council Meetings** – to review and approve this policy
17. **Recreation Area inspection quotes** – to review quotations and appoint an inspection
  - a. Copeland Maintenance
  - b. Play Inspections UK Ltd
  - c. Play Safety Inspections
  - d. Wicksteed

**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:**

**None**