

**BERRYNARBOR PARISH COUNCIL**  
ACTING PARISH CLERK: MRS VICTORIA WOODHOUSE, FIRSTSTONE,  
YARNSCOMBE, BARNSTAPLE, EX31 3LW,  
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**To all Berrynarbor Parish Councillors**

You are hereby summoned to attend a meeting of Berrynarbor Parish Council, which will be held on **Tuesday, 14<sup>th</sup> February 2017**, at **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.

  
**Victoria Woodhouse**  
**Acting Clerk to the Council**

Date of issue: 8<sup>th</sup> February 2017

**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 Period**  
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 To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 10<sup>th</sup> January 2017** (copies attached)
- 5 To receive reports from:**
  - Police
  - County Councillors Miss A Davis
  - District Councillors Mrs Y Gubb & J Lovering
  - Play Area Inspections. Councillor Mrs J Beer
  - Manor Hall, Councillor Mrs D Reynolds
  - Footpaths Report Councillor Mrs White
  - Dog Exercise area Councillor Mrs White
  - Meetings/events attended by Councillors/Clerk
- 6 Planning & Planning Correspondence**
  - 6.1 Planning Applications:** to consider Planning Applications received to date
    - 62406** Erection of temporary agricultural workers dwelling  
Location: Land adjacent to Smythen Farm, Combe Martin Ilfracombe  
Applicant/Agent: Mr Adam Stanbury
  - 6.2 Planning Decisions:** to note Planning Decisions received to date  
The following application has been approved:
    - 62253** Prior approval application for erection of extension to agricultural building to store machinery and fodder at Bowden Farm, Berrynarbor.
    - 62206** Application for consent for works to trees covered by a Tree Preservation order in respect of removal of one Sycamore tree at Watermouth House land off of Hagginton Hill, Berrynarbor.

- 7 **Matters to Note** (correspondence is available from the Clerk unless otherwise stated)
- Completion of Monthly Defibrillator report
  - Healthwatch Voices Newsletter
  - Correspondence from Peter Heaton-Jones MP and Defence Infrastructure Organisation relating to RMB Chivenor (copy enclosed)
  - Clerks and Council Direct January 2017
  - DALC January & February Newsletters
  - Village Green Newsletter Spring 2017
  - Temporary Prohibition of Through Traffic & Parking, Pitt Hill (copy enclosed)
- 8 **To approve payments and receipts to date** (information attached for Cllrs)
- 9 **To receive budget review** (information attached for Cllrs)
- 10 **To consider Berrynarbor Wall Memorial Consultation** (information enclosed for Cllrs)
- 11 **To consider appointment of Internal Auditor** (information enclosed for Cllrs)
- 12 **To discuss complaint relating to not declaring an interest** (item requested by Cllr Mrs Barten)
- 13 **To agree pension provider for automatic enrolment**
- 14 **To consider request for assistance with security arrangements for the Manor Hall**
- 15 **To consider inclusion of strip of land adjacent to the Manor Hall in the vesting deed** (information enclosed for Cllrs)
- 16 **To consider Lynton and Barnstaple Railway Consultation** (information enclosed for Cllrs)
- 17 **To consider financial contribution towards the Berrynarbor Iron Signs**
- 18 **To consider call for potential traveller sites consultation** (information enclosed for Cllrs)
- 19 **To consider applying for the Foundation Level of the Local Council's Award Scheme** (information enclosed for Cllrs)
- 20 **To consider draft Disciplinary Procedure Policy** (information enclosed for Cllrs)
- 21 **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:

## **PART B**

- 22 **To receive update on legal proceedings**