

BERRYNARBOR PARISH COUNCIL

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 the Parish Council meeting of Berrynarbor Parish Council, which will be held on **Tuesday, 13th February 2018**, 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
Clerk to the Council

Date of issue: 7th February 2018

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 9th January 2018** (copies attached)
- 5 **To receive reports from:**
 - Police
 - County Councillor 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 Fairchild
 - 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
 - 64294** Erection of one temporary agriculture workers dwelling
Location: Land Adjacent to Buddicombe House, Combe Martin, Ilfracombe
Applicant/Agent: Mr and Mrs Rice
 - 64370** Prior approval for proposed change of use from agricultural building to dwelling house (class Q(A&B))
Location: Higher Twitchen, Berry Down, Combe Martin, Ilfracombe
Applicant/Agent: Ms Bowden
 - 64429** Extension to dwelling
Location: Sandpiper Wood Park Lane, Sterridge Valley, Berrynarbor, Ilfracombe
Applicant/Agent: Mr and Mrs Singleton

64393 Installation of replacement garage doors
Location: Dorma House, 45 The Village, Berrynarbor, Ilfracombe
Applicant/Agent: Mr Bardsley

6.2 Planning Decisions: The Planning Authority has given Approval for:
64179 Erection of outbuilding at Berri Dale, Barton Lane, Berrynarbor, Ilfracombe

64447 Notification of works to trees in a Conservation Area in respect of re-pollarding of one Ash tree at High Bank, Silver Street, Berrynarbor, Ilfracombe

7 Matters to Note (correspondence is available from the Clerk unless otherwise stated)

- Completion of Monthly Defibrillator report
- Combe Martin, Berrynarbor and East Down Police Newsletter February 2018 (available on the website)
- Details of opening times and facilities of Killacleave Recycling Centre, Ilfracombe during improvement works (available on website)
- DALC's January newsletter
- Lawful development certificate for existing change of use of land as an informal amenity area for Berrynarbor Park Residents and siting of maintenance equipment, buildings and greenhouse at Berrynarbor Park, Sterridge Valley, Berrynarbor, Ilfracombe - Granted
- Healthwatch Voices Winter 2018 newsletter
- Thank you Letter from Torrridge, North, Mid & West Devon Citizens Advice (copy enclosed for Cllrs)
- Clerks & Councils Direct January 2018
- ICO January newsletter
- DALC Spring Events (copy enclosed for Cllrs)

8 To approve payments and receipts to date (information attached for Cllrs)

9 To receive budget review (information attached for Cllrs)

10 To note that the Basket Swing could not be installed at the School and consider the future of the Swing and Frame and reimbursement of donations towards the installation

11 To consider purchase of AONB Signage to comply with Grant conditions

12 To receive notification of Grant award from Tesco Bags of Help towards the replacement of the Bus Shelter and agree the terms and conditions contained within the associated grant agreement (information enclosed for Cllrs)

13 To consider an application to the TAP fund for a sound system in the Manor Hall

14 To consider the future lease of the defibrillator

15 To consider priority of works for parish paths

16 To consider update and request for equipment from Flood Wardens

17 To consider grass cutting Tenders for 2018/2019

18 To review the following policies:
Financial Risk Assessment

Information available under the Model Publication Scheme
Complaints Procedure
Equal Opportunities
Grant Giving Policy
Model Protocol on the Filming and Recording of Local Council and Committee Meetings
Safeguarding Policy and Procedure
Disciplinary Procedure Policy
Pensions Discretion Policy
Health & Safety Policy
Data Protection Policy
Maternity, Paternity and Adoption Leave Policy
Flexible Working Policy
Grievance Procedure
Training and Development Policy

- 19 To consider the purchase of a small fire proof cabinet**
- 20 To consider growing a Christmas Tree for the village (Cllr Stanbury to report)**
- 21 To consider signage for the Dog Exercise area**
- 22 To receive Statement of Case on behalf of the objectors for Title Order:
(Restricted Byway No. 27 Berrynarbor) Definitive Map Modification Order 2016
(information has been circulated to Cllrs)**