

# WEST DOWN PARISH COUNCIL

Mrs V Ford, Parish Clerk, West Down Parish Council, 10 Berrynarbor Park, Sterridge Valley, Berrynarbor, Devon, EX34 9TA. [Tel:- 07852 627967](tel:07852627967). Email: - [clerk@westdownparishcouncil.org.uk](mailto:clerk@westdownparishcouncil.org.uk)

To: Cllrs S Ayre (Chair), M Reeves (Vice-Chair), R Kenshole, T Verney, H Knight, S Whitby and S Tanton.

You are hereby summoned to attend the Council Meeting of West Down Parish Council which will be held on **Wednesday 4<sup>th</sup> September 2024 at 7.00 pm** at the Parish Hall, West Down for the purpose of transacting the following business. In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are invited to attend.

*V A Ford*

Mrs Val Ford - Clerk to the Council

## AGENDA

1. **Apologies** – To receive apologies and reasons for absence.
2. **Declarations of Interest** – To receive declarations of personal interest and disclosable pecuniary interests.
3. **Participation** – Members of the public are invited to make representations for a maximum of 2 minutes. Issues will be heard and noted but no decisions can be taken at this part of the meeting.
4. **Minutes** - To approve and sign the Minutes of the West Down Parish Council Meeting dated the 7<sup>th</sup> August 2024.
5. **Matters Arising** - To discuss matters arising from the Parish Council Meeting held on the 7<sup>th</sup> August 2024.
6. **Police Report** – To receive information from the Police including the monthly crime figures.
7. **Report from the County Councillor** - To receive an update/report from C Cllr A Davis.
8. **Report from the District Councillor** - To receive an update/report from D Cllr M Wilkinson.
9. **Flashing Speed Signs** - To receive information in respect of purchasing the sign.
10. **Planning Decisions** – To receive any planning decisions from NDC
11. **Planning Applications**
  - a) To comment on the following planning applications.  
**79026 – Prior approval for change of use of agricultural building to one dwellinghouse (Class Q(A)(B)) at Barn at Stowford Plantation, Bittadon, Ilfracombe, Devon, EX34 8PJ.**
  - b) To comment on any planning applications received after the Agenda was published.

**12. Footpaths**

- a) To receive information from Cllr Verney regarding work required on the footpaths in the village and grass cutting.
- b) To receive the outcome of the P3 Grant Funding for 2024/2025.
- b) Any other footpath matters.

**13. Grass Cutting and Bus Shelter Cleaning Tender 2025** – To agree a comprehensive review of this tender document.

**14. Emergency Plan** - To receive an update on this plan.

**15. Car Park Lease** – To receive an update on the lease for the Village Car Park.

**16. Air Ambulance Light** – To look at actions needed going forward.

**17. NDC Climate and Environment Grant** – To receive information on the Grant Fund Application submitted to NDC.

**18. Section 106 money** – To consider planning forward.

**19. Road Safety Markings** – To discuss the email received from the Village Shop.

**20. Gov.domain emails** – To discuss whether to switch to the Government domain.

**21. Co-option of Councillor** – To consider ways of filling the vacancy.

**22. Poppy Wreaths** – To look at purchasing the Poppy Wreath.

**23. Finances**

- a) To receive the balance in the bank accounts.
- b) To receive and agree the invoices received for payment.
- c) To report on the External Auditors Report & Notice of Conclusion of Audit.

**24. Correspondence** – To receive items of correspondence received since the last meeting.

**25. Unresolved Questions.**

**26. Items to be added to the next meeting Agenda.**

**27. Any Other Business.**

**PART B – THE PUBLIC AND PRESS ARE EXCLUDED FROM THIS PART OF THE MEETING.**

**28. To discuss the position of new Clerk & RFO** – To discuss the applications received and outcome of the interview process.