

**Minutes of the December Meeting of Clovelly Parish Council held in the Parish Hall
7.30pm on Tuesday 12th December 2017**

Present: Chair Cllr C West; Vice-Chair J Davey; Cllrs D Garnett; S Perham; P Slee; A Tucker

1. Open Forum – an opportunity for parishioners to bring matters of concern or interest to the attention of the Parish Council; no items raised
2. Apologies - Cllr J Goulding & Cllr T Inch(DCC)
3. Cllr Garnett signed an acceptance of office as Clovelly Parish Councillor
4. Declarations of Interest – no declarations made
5. Minutes of the meeting held on the 14th November 2017 to be signed as a correct record
Proposed: Cllr Slee; Seconded: Cllr Tucker; all those present at that meeting in agreement
6. Matters arising from the minutes of the previous meeting
 - i) Affordable housing update; cheque to be sent to solicitor for preparation of Section 106 agreement
 - ii) Devon Air Ambulance Landing Lights: forms for planning application received from DAAT, Clerk to complete and send to TDC, all funding in place
 - iii) Parish bench repair quote – Clerk to contact Mr A Evans and ask him to quote for repairs to Parish benches
 - iv) Mobile Post Office visits to Clovelly: Chair to speak again to Clovelly Estate; Cllr Garnett suggested that another site in Clovelly could be found
7. Budget: to decide Precept for 2018/19
Proposed that Precept is set at £4,500: Cllr Slee; Seconded Cllr Garnett; all in agreement
8. Parish Council Community Grants
Proposed that the following grants are paid in May 2018:

Clovelly Archive & History Group	£200
Clovelly Community Gardening Group	£200
Clovelly Twinning Association	£200
Clovelly Football Club	£200
Hartland ATC	£200

 Cllr Perham; Seconded: Cllr Davey; all in agreement
9. Revision of Clovelly Parish Council Standing Orders: Clerk to update and present for approval in February
Proposed that Clovelly Parish Council retains the use of an attendance book: Cllr Davey
Seconded: Cllr West; all in agreement
10. Co-option of new Parish Councillor; to be discussed in Part II - item cancelled as candidate has withdrawn her expression of interest
11. Correspondence
TDC Local Plan, additional hearings; Inspector requires more information before making a decision
Tesco Bags of Help grant information – Clerk to send to Community Groups
12. Accounts
Payment to solicitor for Section 106 agreement, as discussed at item 6(i)
Chair to arrange with Clerk to pay this account in the interim as there is not a scheduled PC meeting until February
Accounts to pay:

Clerk's salary December:	£159.84
Reimburse Clerk, traffic mirror	£26.98
Adam Keppel-Green, web hosting:	£67.00

 Proposed that accounts should be paid and that Chair should settle the Section 106 account at his discretion if necessary in the interim: Cllr Slee; Seconded: Cllr Tucker; all in agreement

13. Highways

To be reported to Cllr Inch:

Blocked and overgrown road drains, because verges need ploughing out, causing localised flooding at: B3237 below Wrinkleberry Lane on hill north towards Church on left side of road, map ref SS 309247 & back road from Higher Clovelly [Turnpike Gate / Stoop] to Hartland, just beyond and to south of war memorial on right side of road, map ref SS 309238

Trucks and tractors using restricted area of High Street damaging cobbled surface: Chair to discuss with Clovelly Estate

14. Reports from Parish, District and County Councillors

Cllr Davey: fridge left in layby towards Bursden: Clerk to report

Cllr Garnett: thanked the Councillors for co-opting him to the Parish Council

15. Items not already on the agenda, at the discretion of the Chair: no items

16. Date and time of next meeting –Tuesday February 13th 2018, 7.30pm Clovelly Parish Hall

17. Part II, closed to members of the public: cancelled as item 10

The Chair thanked all for attending and closed the meeting at 8.45pm