



BERRYNARBOR PARISH COUNCIL

PARISH CLERK: MRS VICTORIA WOODHOUSE
THISTLEDOWN, BUCKLAND BREWER, BIDEFORD

TEL: 07784 929906 E-MAIL: clerk@berrynarborparishcouncil.org.uk



To: Councillors, C Boxall, G Cornell, A Davies, B Joyce, J Latham, A Stanbury, K Young (Chairman).

You are hereby summoned to attend the Parish Council Meeting of Berrynarbor Parish Council, which will be held on **Tuesday 12th November 2024 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 Victoria Woodhouse
Clerk to the Council

Date of issue: 6th November 2024

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**
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 Tuesday, 8th October 2024 ([Link to Minutes](#))
5. **To receive updates/reports from:**
 - a) Police
 - b) County Councillor A Davis
 - c) District Councillor J Hunt
 - d) Play Area – to consider quotation for works
 - e) Manor Hall
 - f) Footpaths – to note letter received from a parishioner in relation to the Footpaths
 - g) Dog Exercise area
 - h) Grit Bins/Roads
 - i) Meetings/events attended by Councillors/Clerk
6. **To approve payments and receipts to date**
(Information to follow for Cllrs)
7. **Planning & Planning Correspondence**
 - a) Planning Applications: to consider



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LOCAL COUNCIL
AWARD SCHEME
FOUNDATION

79046 Demolition of corrugated iron shed and erection of toilet for church users at St Peters Church Berrynarbor

Applicant: Mr Evans

[Link to Application](#)

8. Draft Budgets

To consider priorities for 2025-2026 and precept.

9. Calendar of Meetings

To agree calendar of meetings for 2025.

10. Grant Funding and Donations

a) To consider funding requests from:

- i) Berry In Bloom
- ii) Citizens Advice

b) To consider donation to Berrynarbor Christmas Eve Choir

11. Berrynarbor Newsletter

To consider proposals and costings for the newsletter and the supporting of production.

12. Roles and Responsibilities

To discuss the following roles and responsibilities:

- a) Footpath Officer
- b) Deputy Footpath Officer
- c) Highway Liaison Officer & Tree Warden
- d) Emergency Plan Officers
- e) Councillor to check invoices for payment
- f) Berrynarbor Manor Hall Committee
- g) Play Inspections
- h) Finance Working Party
- i) Personnel Working Party
- j) Cllr responsible for checking planning applications
- k) Responsibility for checking the defibrillator

13. Festive Lights

To discuss festive lights.

14. Fireworks

To discuss the letting off of fireworks on Parish Council property.

15. Recreation Field

- b) To receive an update on the community survey.
- c) To receive an update on the purchase of a wooden pavilion.



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- 16. 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

17. Staffing Matters

To receive an update on recruitment and ratify appointment of Parish Clerk and RFO.