



Minutes of the Berrynarbor Parish Council meeting held on Tuesday, 11 February at 7pm 2025 in the Manor Hall, Birdswell Lane, Berrynarbor

Present: Cllrs. A Davies, B Joyce, J Latham (Chair)

Also Present: Julie Irwin, Parish Clerk, Mrs A Davis, Devon County Council, 6 members of the public

2502/01 Apologies - Cllrs. C Boxall, A Stanbury

2502/02 Declarations of Interest - Cllr. J Latham item 10 c

2502/03 Public Participation - None

2502/04 To approve and adopt Minutes

It was **resolved**, with no votes to the contrary, to approve the minutes of the meeting held on 14 January 2025 as a correct record.

2502/05 Review of Actions from January (Appendix 1)

2502/06 Co-option of new Councillor - A Co-option application had been received from Gemma Bacon and circulated ahead of the meeting, it was **resolved**, with no votes to the contrary to Co-opt Gemma Bacon to the Parish Council.

2502/07 To receive reports from:

- a) Police - None received – *ACTION 1*
- b) County Cllr Miss A Davis – Report can be viewed (Report 1).
There is an award of £800 from the DCC Locality Budget toward the Defibrillator.
Cllr. Davis also flagged the free school meals offer outlined in her report.
- c) District Cllr J Hunt - None received – *ACTION 2*.
- d) Play Area - None
- e) Manor Hall - None
- f) Footpaths – update Action 1, (Appendix 1)
- g) Dog Exercise Area – A concern was raised by a member of the public regarding the hardcore on the bottom path. Cllr. Davis has visited and reports the chippings are falling away and path needs addressing.
ACTION 3.
- h) Grit Bins/Road -. None to report
- i) Clerks Report (Report 2)
- j) Meetings/Events attended by Councillors/Clerk - None to report

2502/08 To approve payments and receipts to date - It was **resolved**, with no votes to the contrary, to approve the payments and receipts.

Outgoing

107	Clerks Salary	480.60
108	HMRC PAYE	120.00
109	Tesco Mobile Phone	7.50



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110	Toilet Supplies - Toilet Rolls (Clerks Expenses)	28.70
111	British Gas (2 Jan 25 - 1 Feb 25)	64.30
112	British Gas (2 Dec 24 - 1 Jan25)	63.98
113	SLCC Membership	118.00
114	Updating of Website	30.00
115	Public Toilet Cleaning (Jan)	125.00
116	Donation NarborNews	60.00
117	Devon Communities Together Membership	50.00
118	Pennon Water Services	183.93
119	DALC Training	35.00
		1,367.01
	Incoming	
	Interest - Jan 25	10.76
		10.76

2502/09 **Updating of Website** – it was **agreed** that the meetings and agenda page on the website would have a separate section added for reports. Meaning fewer appendices to the minutes. *ACTION 4*

2502/10 **Planning & Planning Correspondence** - Planning Applications: to consider,

- a. **Reference: 79512** - Erection of a livestock and general-purpose agricultural storage building with associate access & swale at Little Oaklands Berrynarbor Ilfracombe Devon EX34 9SX Grid Ref: 256331; 146529
Supported, with no comments

- b. **Reference: 79439** - Removal of condition 2 (holiday occupancy period) attached to planning permission numbers 12767 (proposed demolition of existing buildings & erection of 2no holiday cottages) & 18128 (proposed demolition of existing buildings & erection of 2 no holiday cottages (amendment to 12767)) at Holiday cottages at Pink Heather 74 Sterridge Valley Berrynarbor Ilfracombe Devon EX34 9TB Grid Ref: 255443; 145930
Supported, with no comments

- c. **Reference: 79444** - Erection of garage, garden store & carport building together with extension to curtilage area at Oxen Park Barn Oxen Park Lane Berrynarbor Ilfracombe Devon EX34 9RW Grid Ref: 254616; 145003
Supported, with no comments

2502/11 **Pavillion (Gazebo)** – A paper was circulated prior to the meeting outlining the issues with ownership, maintenance and insurance relating to the new Pavillion in the Boules area.

It was **agreed** with no exceptions that the Parish Council will list the pavilion as an asset and liaise with Mr Williams to develop a memorandum of agreement with the Berrynarbor Boules Club.

ACTION 5



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2502/12 Defibrillator - A paper was circulated prior to the meeting outlining the actual costs of the Defibrillator and cabinet, along with maintenance costs.

Zoll AED Plus – Lay rescuer semi-automatic with a 7-year warranty, (£1,074 Inc. VAT). Polycarbonate Outdoor Defib cabinet with code lock, heating system and LED light, (£599 Inc VAT). Defib pads (£52 Inc. VAT).

The paper also suggested relocation of the Equipment to the Community Shop. A request needs to be made with regards to this and costs from an electrician for relocation is needed.

A request was made to display better signage. A Defib awareness session will be arranged once the new equipment is in place.

It was agreed with no exception to move forward with this project and costs for relocation will be presented to the PC in March. *ACTION 6*

It was resolved 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
2502/13**

Clerks Hours

The Clerk provided evidence of the need to increase the contracted hours from 25/month in order to support the PC.

It was **agreed** with no exception to increase to 35 with special project recorded and added to these hours.

Meeting ended at 7.52pm.

Signed..... Dated:.....



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Appendix 1. Actions from January Meeting

ACTION		UPDATE
1	Walk Footpath 27 to assess damage Speak to Back to your Roots to maintain footpath 18 and 27 Arrange to replacement of post footpath 20	Completed – footpath 18 has been cleared. Footpath 27 also cleared; no sign of Japanese knot weed. DCC recently engaged a contractor to do some clearing now complete and are arranging for repair of broken post. Footpath Officer & Clerk have a zoom meeting with DCC 24 February to discuss P3 funding.
2	Contact Back to Your Roots for Quote on clearance of wildflower area in Dog Walking field	Emailed no response. This will be reviewed after Tender has been awarded.
3	Confirmation of final 2025-2026 Precept and submission to NDC	Completed 15.01.2025
4	Prepare Tender for Grass Cutting, Garden Maintenance & Footpath Clearance Contract 2025-2026	Completed – tender is out, 2 site visits arranged. Tenders to be discussed at March meeting.
5	Renew the membership for Devon Communities Together for 2025 – 2026	Completed – Membership renewed
6	Obtain quote for new Defib and Cabinet (and maintenance costs)	On Agenda



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