

**MINUTES OF A MEETING OF LANDKEY PARISH COUNCIL HELD ON
WEDNESDAY 3rd SEPTEMBER 2025 AT 7.00 p.m.**

Present: - Councillor Prowse (Chair)
Councillors Consterdine, Davies, Dymond, Halliday, Hommell, Lane
and Warwick.

NDC Councillors Haworth-Booth and Lane

M Isaac (Clerk)

In Attendance: Parishioner/Members of the Public – None

112. PRESENTATION OF COMMUNITY SHIELD 2025

The Chair on behalf of the Parish Council presented the Community Shield for 2025 to Creighton and Sharron Kirk for their work and charity fund raising in the community.

113. PASSING OF COUNCILLOR ANDY CLAYTON

The Council stood in silence to mark the sad passing of Andy Clayton.

114. APOLOGIES

Apologies were received from DCC Councillor Tyldesley.

115. MINUTES

RESOLVED, that the minutes of the meeting held on 6th August 2025 be approved as a correct record and signed by the Chairman.

**116. ITEMS BROUGHT FORWARD WHICH IN THE OPINION OF THE CHAIR
SHOULD BE CONSIDERED AS A MATTER OF URGENCY**

There were no issues raised.

117. DECLARATIONS OF INTEREST

Councillors Davies and Prowse declared an interest in the grant application by Landkey Sings.

118. PUBLIC SESSION

There were no issues raised by Parishioners.

119. DCC COUNCILLOR REPORT

The Council noted the report (previously circulated) from DCC Councillor Tyldesley.

120. NDC COUNCILLORS' REPORTS

NDC Councillor Haworth-Booth reported the following:

- That he had reported a small pot hole opposite the Methodist Chapel on behalf of a resident which had now been repaired. He had also reported pot holes along the road from Hannaford to Hunnacott Bridge on behalf of another resident.
- That HATOC would be considering pot holes at its next meeting and issues relating to the map that does not show details of previous reports.
- That there were 3 new volunteers from Landkey for the Speed Watch Group.
- That NDC Full Council had debated the Local Government Re-Organisation options and had agreed to support a Northern Devon Grouping of rural Councils, which had been considered viable option by an Independent Consultant.

NDC Councillor Lane reported the reasons for the investigation taken by North Devon Council following a complaint regarding the Landkey Larder. However, the issues had now been resolved and the group were now looking to register the Landkey Larder, which was a legal requirement for a business that prepared, distributed or stored food and provide new shelving.

121. LANDKEY MAZZARD COMMUNITY HALL TRUST WORKING GROUP – UPDATE

Councillor Halliday reported that the next meeting of the Trust Working Group would be on 10th September and that a representative of the Village Hall Committee had been invited to join the working group. He had also negotiated a small reduction in the sale percentage fee with Webbers.

122. GRANTS

The Council considered grant requests with supporting accounts from the following local organisations and approved the following grant applications:

- a) Senior Citizens Club – A maximum of £60 towards the annual outing tea.
- b) Landkey Sings - £450 towards the engagement of professional music leader, the hire of the Wassail Marquee and maintenance of the website.

Councillors Davies and Prowse declared an interest in the grant application by Landkey Sings and were not present during the discussions or voting thereon.

123. POLICIES AND PROCEDURES

The following policies and procedures were adopted/reviewed and no amendments made:

- Standing Orders
- Financial Regulations
- Safeguarding Policy
- Community Engagement Statement of Intent
- Statement of Internal Control
- Code of Conduct
- Health & Safety Policy

- GDPR Policy
- Risk Assessment.

124. POLICE

There were no issues reported.

125. HIGHWAY MATTERS

There were no issues reported.

126. PLAYING FIELDS

It was noted that North Devon Council had agreed to empty the litter bin in the Playing Fields.

127. MILLENNIUM GREEN

There were no issues reported.

128. OLD SCHOOL CENTRE

There were no issues reported.

The Council recorded its thanks to Sandra Harman for cleaning the tables.

129. PARISH COUNCIL WEBSITE AND NEWSLETTER

There were no issues reported.

130. SOCIAL MEDIA

There were no issues reported.

131. GENERAL MAINTENANCE

There were no issues reported.

132. FINANCE MATTERS

a) Payments

RESOLVED:

That the following payments be approved:

M. Isaac Expenses	£7.11
HMRC Income Tax Payment/NI – Clerk/Caretaker Salary	£265.60
Glover Stanbury – Payroll Management	£290.88
S. Harman – OSC Sundries and Cleaning Tables	£25.99
P. Prouse – General Maintenance	£72.00
C. Waldron – Website Quarterly Maintenance Fee	£39.00

(b) The current financial position as at 25th July 2025 - Current A/C £29,387.18 and - Business Reserve 9th July 2025 £23,884.59 was noted.

133. PLANNING MATTERS

The Council noted a report by the Chair of the Planning Committee on applications considered prior to the Parish Council meeting.

134. CORRESPONDENCE

There was no correspondence reported.

135. ITEMS FOR DISCUSSION AT FUTURE MEETINGS

The following issue was raised:

Co-Option – Vacancy

Planning Committee – It was agreed that Councillor Warwick be appointed to the Planning Committee

136. DATE OF NEXT MEETING

It was noted that the next Parish Council meeting would be Wednesday 1st October 2025 @ 7.00 p.m.

Chairman the meeting ended at 7.44 p.m.