

LYDFORD PARISH COUNCIL

From the Clerk: John Bright
website: www.lydford.co.uk **email:** clerk@lydfordparishcouncil.com

The Parish Council is summoned
to meet at the Nicholls Hall, Lydford on
Tuesday 9th June 2026 at 7:00pm

Members of the public and press wishing to observe, or to participate in the public session are welcome to attend. Matters for the Council to consider can also be brought to the attention of Councillors or emailed to the Clerk: clerk@lydfordparish.gov.uk.

A G E N D A

1. Public Session (15 minutes)

An opportunity for parishioners and members of the public to make representations to the council.

2. Apologies for absence

3. Declarations of Interest

In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting.

4. Minutes of the monthly meeting 12th May 2026

To resolve to agree the minutes.

5. Matters arising from the meeting 12th May 2026 which are not part of the agenda items. (See also Action Points from meeting).

a) Road Warden scheme – Devon Highway Maintenance Team has received the parish's signed Road Warden agreement. Cllr Hulett has undertaken the Highways Safety Course online, Cllr Gilpin is yet to complete it. Required before they can complete the two day Chapter 8 training.

b) Accessibility update – War memorial bus shelter quotation for adding hard standing to improve accessibility.

6. Urgent matters to report (For information)

7. Action Plan 2026-27

For the council to review and adopt the plan.

8. Items for Action

- a) Affordable Housing
- b) Ancient Spring
- c) 20's Plenty

For the council to review progress towards objectives and decide on further action

9. Vehicle Activated Sign (VAS) opposite Lydford Farm Shop – maintenance and location

Proposal – the sign is in the wrong place and should be re-calibrated and correctly located south of the School Road junction with A386, on the west side of the highway facing northbound traffic.
– Cllr Hulett.

For the council to consider and resolve accordingly.

10. Highways and Byways issues

- a) Hedge outside Widgery's on A386 – obstructing view of northbound traffic on A386 for drivers exiting School Road.
- b) The surface of Bridestowe byways 6a and 16a either side of Bolt's House and are almost impassable for pedestrians.
- c) Email from parishioner (previously circulated) complaining that the 'Lydford' sign by the entrance to the Granite Way is rusty

For the council to discuss the issues and resolve accordingly.

11. Review of existing policies:

- a) Retention of Documents V1
- b) Statement of Internal Control V5

For the council to agree to continue with existing policies

12. Adoption of new policies:

These items were considered lacking at Internal Audit:

- a) I.T. policy
- b) Accessibility statement
- c) Freedom of Information policy

For the council to adopt the documents

13. Finances

a. Payments for approval:

i. J. Bright	£ 412.77	June salary
ii. HMRC	£ 98.79	PAYE & employers' NI contribution, June
iii. Alison Stacey	£ 170.00	Buffet, Annual Parish Meeting 12.5.26
iv. J Bright	£ 11.10	Internal Audit meeting expenses 6.5.26
v. J Bright	£ 9.38	Annual Parish Meeting expenses – hot drinks
vi. Penny Clapham	£ 95.65	Internal Audit 2025-26, fees

To resolve to approve the payments

b. Clerk overtime claim

To approve the Clerk's claim for overtime worked

06/2026

c. Banking reconciliation for period 1.4.26 to 31.05.26
for information

Opening balance 1.4.26		Bank holdings at 31.05.26	
Add receipts	£12,942.21	Deposit Account	£16,410.29
Less payments	£5,580.12	Current Account	£10.88
	<u>£2,101.16</u>		<u>£16,421.17</u>
	£16,421.17		

d. Actions taken by the Clerk under the Scheme of Delegation

To approve any actions taken:

Planning application 0154/26 Heathcot EX20 4AW; installation of replacement windows and doors – listed building consent. Following a majority positive response from Cllrs, submitted email to DNPA in support of the application.

Payment to Alpha Flags of £79.90 for the purchase of a “2 Yard” Devon flag as the council’s contribution to Devon Day celebrations 4th - 7th June. The company do not offer a payment on invoice facility – all invoices must be paid before delivery.



Signed

Clerk to the Council

Date 2nd June 2026