

# *Frithelstock Parish Council*

Clerk and RFO: Alan Matthewman  
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**To Council Members J Burrill (Chairman), C Stevens, E Hunkin, M Thomas, Bob Lewis-Basson and A Hardwick**

You are hereby summoned to attend a meeting of **Frithelstock Parish Council** which will be held on **Wednesday 17<sup>th</sup> July 2024 at 7.00pm in The Village Hall, Frithelstock.**

In accordance with The Public Bodies (Admission to Meetings) Act 1960, members of the public are welcome to attend the meeting or contact the Clerk by telephone for attendance details. Proceedings of the meeting will be recorded by the Clerk to help in the production and veracity of the minutes. All persons speaking at the meeting consent to having their words recorded for this purpose. The recording will be deleted by the Clerk once the minutes have been voted as a true and accurate version of proceedings.

## **AGENDA**

1. The Chair will declare the meeting open and then suspend standing orders to enable non-members of the council to speak.

2. **Public Participation:**

Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business relating to the Parish Council as indicated in the Agenda. A question asked by a member of the public during this period shall not require a response or debate at the meeting. Once the formal meeting is declared open then no non-member shall be entitled to speak except on the express invitation of the chair.

3. **Reports from Outside Bodies**

- a) To receive a report from Devon County Councillor, A Saywell.
- b) To receive report from Torridge District Councillor, P Pennington.
- c) To receive report from Police.

4. **Apologies for Absence: To receive and accept any apologies.**

5. **Declarations of Interest**

To receive any Declarations of Interest and DPI's. Members are reminded that all interests must be declared at the beginning of the meeting and prior to the item being discussed.

6. **To consider the addition of a councillor to replace the resignation of Councillor Sam Wood**

7. **Confirmation of Acquisition of new IT hardware:** To approve retrospectively  
The acquisition of a Lenovo Laptop and add same to the asset list of the Council
8. **Planning Issues:** To discuss and agree the position of the council on any  
planning applications received since the date of the previous meeting which  
are still open for comment.
9. **Website;** To update the position on the Website and consider the position of  
All Coast Media.

#### **10. Banking Situation**

- A: Review current access situation
- B: Consider restructuring of accounts to create separate Playing Field Account
- C: Proposal to seek to move account to bank offering free Community Banking  
facility
- D: Payments and receipts since last meeting and to authorize upcoming payments.

#### **11. Note completion of audit and dates of right of public access**

#### **12. Urgent matters raised by Councillors for information or for inclusion on future Agenda.**

Each Councillor is requested to use this opportunity to report minor matters of  
information not included elsewhere, and to raise items for future Agendas.  
Councillors are respectfully reminded that this is not an opportunity for  
debate or decision making.

#### **13. To approve the appointment of Mrs Kay Burrill as a trustee of Poor's Land and Poor's Money charity.**

#### **Part B. Exclusion of Press and Public for the following item**

That the following item 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 involved likelihood of personal or confidential information being  
disclosed.

#### **14: To discuss and agree the adjustment in the clerk's salary from April 1<sup>st</sup> 2024.**

**Date of Next meeting:      Wednesday 18<sup>th</sup> September 2024**

**At 7.00pm in the Village Hall**

**Alan Matthewman**

**Parish Clerk**