



# Fremington Parish Council



The Beechfield Centre, Beechfield Road, Fremington, EX31 3DD  
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**To: Cllrs S Adams, F Biederman, J Bell, J Cann, D Dixon, D Harris, R Jones, S Kingdom, C McCormack-Hole, B Sherborne and H Walker**

You are hereby summoned to attend the Annual Meeting of Fremington Parish Council, which will be held on **Monday 15<sup>th</sup> May 2023 at 7pm in The Beechfield Centre**, Beechfield Road, Fremington, EX31 3DD 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 BA (Hons)**  
Executive Officer

Date of issue: 9<sup>th</sup> May 2023

## AGENDA

- 1 Election of Chairman for 2023/24**  
To elect the Chairman for 2023/24
- 2 Declaration of Office – Chairman**  
The Chairman will read and sign the prescribed 'Declaration of Acceptance of Office.
- 3 Election of Vice Chairman for 2023/24**  
To elect the Vice-Chairman for 2023/24.
- 4 Declarations of Office**  
To note receipt of Declaration of Acceptance of Office from Cllrs.
- 5 Apologies**  
(Please make any apologies known to the Clerk)
- 6 Declarations of interest**  
To receive declarations of personal interests and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members are reminded that all interests:
  - should be declared at the beginning of the meeting
  - should be declared prior to the item being discussed
  - must be declared on the 'Register of Interests' form, at the meeting, when making a declaration. (Form available at meeting)

- 7 Co-Option**  
To consider applications for Co-option (information enclosed).
- 8 Chairman Announcements**
- 9 Public Participation Period**  
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. The period of time which is designated for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business and shall not speak for more than 3 minutes. A question asked by a member of the public during this period shall not require a response or debate at the meeting.
- 10 Minutes**  
To approve as a correct record and sign the Minutes of the Fremington Parish Council meeting held on Monday 3<sup>rd</sup> April 2023 ([Click Here for Minutes](#) )
- 11 Committee Minutes**  
To receive, and adopt the minutes, and note the decisions therein, of the following Committee meetings: ([Click Here for Minutes](#))
- Parks and Open Spaces Committee Meeting held on Monday 3<sup>rd</sup> April 2023.
  - Planning Committee Meeting held on Tuesday 25<sup>th</sup> April 2023.
  - Environment and Community Committee Meeting held on Thursday 27<sup>th</sup> April 2023
  - Tews Lane Committee Meeting held on Thursday 27<sup>th</sup> April 2023.
  - Extra-Ordinary Fremington Quay Management Committee Meeting held on Thursday 27<sup>th</sup> April 2023.
- 12 County and District Councillors' Reports**  
To receive reports from the County Councillor and District Councillors for information only.
- 13 Police Report**  
To receive a report from the Police.
- 14 Annual Report**  
To receive Annual Report which includes the following reports from outgoing Committee Chairmen
- a) Chairman's Report
  - b) Finance and Personnel Committee
  - c) Fremington Quay Management Committee
  - d) Environment & Community Committee
  - e) Tews Lane Committee
  - f) Parks and Open Spaces Committee
  - g) Planning Committee
  - h) Neighbourhood Plan Steering Group
- 15 Terms of Reference and Scheme of Delegation**  
To review the Terms of Reference and Scheme of Delegation (briefing note enclosed).

**16 Membership of Committees**

- a) To appoint five Councillors to serve on the Finance and Personnel Committee.
- b) To appoint seven Councillors to serve on the Environment and Community Committee.
- b) To appoint seven Councillors to serve on the Parks & Open Spaces Committee.
- c) To appoint seven Councillors to serve on the Fremington Quay Management Committee.
- d) To appoint five Councillors to serve on the Tews Lane Committee.
- e) To appoint five Councillors and one co-opted District Councillor to serve on the Planning Committee.

**17 Review of Standing Orders**

To review the Council's Standing Orders (briefing note enclosed).

**18 Review of Financial Regulations**

To review the Council's Financial Regulations (briefing note enclosed).

**19 Parish Council Representatives**

To appoint representative to:

- a) Fremington Parish Hall Management Committee (1)
- b) Tomlin Hall Management Committee (1)
- c) Devon Association of Local Councils (1)
- d) Fremington Quay Environment Group (1)
- e) Muddlebridge & Babbages Allotment Association (1) (must be a member of Parks & Open Spaces)
- f) Taw & Torridge Estuary Forum (1)
- g) Fremington Local Nature Reserve Management Committee (1)
- h) Police and Crime Commissioner (1)
- i) Plastic Free North Devon (1)
- j) Tree Warden for Fremington/Yelland (1)
- k) Tree Warden for Bickington/Roundswell (1)
- l) Snow Warden Co-ordinator (1)
- m) Healthwatch Assist Network (1)

**20 The General Power of Competence**

To reaffirm the Council's eligibility for the use of the General Power of Competence (briefing note enclosed).

**21 Members' Code of Conduct**

To review the Members' Code of Conduct (briefing note enclosed).

**22 Assets and Lease Arrangements**

To review the Council's Assets and Lease Arrangements (briefing note enclosed).

**23 Councillors Questions**

This item is for Councillors to raise questions for future discussions; however, no decisions can be taken under this item.