

**Minutes of the Fremington Parish Council Meeting
Held on Monday 12th May 2025 at 7pm at the Beechfield Centre,
Beechfield Road, Fremington**

Present: Cllrs S Kingdom (Chairman), J Bridgeman, J Cann, D Harris, S Haywood, C McCormack-Hole, B Sherborne, E Smlatic and N Tamlin

Mrs V Woodhouse, Executive Officer
2 Members of the Public

2505/01

Election of Chairman

Nominations for Chairman were received from Cllr Harris, seconded by Cllr Smlatic, and Cllr Kingdom, seconded by Cllr Bridgeman.

The Chairman proposed and it was unanimously agreed to vote via secret ballot, the vote was as follows:

Cllr Harris 2 votes

Cllr Kingdom 7 votes

and it was **resolved** to elect Cllr Kingdom as Chairman for 2025/2026.

2505/02

Declaration of Office – Chairman

The Chairman read and signed the prescribed 'Declaration of Acceptance of Office.

2505/03

Election of Vice-Chairman

It was **resolved**, with no votes to the contrary, to elect Cllr Cann as Vice-Chairman for 2025/2026.

2505/04

Apologies

Cllrs F Biederman, D Dixon, C Butler, S Adams, N Denton and H Walker, it was agreed to accept Cllr Denton's apologies for the foreseeable future.

2505/05

Declarations of Interest

None.

2505/06

Chairman's Announcements

Members were informed that the North Devon Council had responded to the query of the play area at Aspen Grove being closed, NDC is aware that it was closed in October 2024 for a few days to allow repairs, but it has not been closed since and is open for use.

2505/07

Public Participation Period

None.

2505/08

Minutes

It was **resolved**, with no votes to the contrary, to approve and sign the minutes of the meeting held on Monday 7th April 2025 as a correct record.

2505/09

Committees

To receive, and adopt the minutes, and note the decisions therein, of the following Committee meetings:

- Parks and Open Spaces Committee Meeting held on 7th April 2025
It was **resolved**, with no votes to the contrary, to adopt the minutes and note the decisions therein of the minutes of the Parks and Playing Fields Committee Meeting held on 7th April 2025.
- Planning Committee Meeting held on 24th April 2025
It was **resolved**, with no votes to the contrary, to adopt the minutes and note the decisions therein of the minutes of the Planning Committee Meeting held on 24th April 2025.
- Tews Lane Committee Meeting held on 24th April 2025
It was **resolved**, with no votes to the contrary, to adopt the minutes and note the decisions therein of the minutes of the Tews Lane Committee Meeting held on 24th April 2025.

2505/10

Annual Report

To receive Annual Report which includes the following reports from outgoing Committee Chairmen:

- a) Chairman's Report
- b) Finance and Personnel
- c) Fremington Quay
- d) Environment & Community
- e) Tews Lane
- f) Parks and Open Spaces
- g) Planning

The above reports were circulated ahead of the meeting and noted.

2505/11

Terms of Reference and Scheme of Delegation

Members reviewed the Scheme of Delegation and discussed the structure of the Parks and Open Space Committee; it was felt that the current Committee structure was not working and noted that Committee meetings have not been well attended.

After discussion it was resolved, with no votes to the contrary, to review the terms of reference for all of the Committees and to consider updated draft terms of reference at the next Full Council meeting.

2505/12

Membership of Committees

- a) To appoint seven Councillors to serve on the Environment and Community Committee.

It was **resolved**, with no votes to the contrary, to appoint Cllrs Bridgeman, Cann, Dixon, Tamlin, Haywood, Kingdom and Walker to the Environment and Community Committee.

- b) To appoint seven Councillors to serve on the Parks & Open Spaces Committee.

It was **resolved**, with no votes to the contrary, to appoint Cllrs Adams, Harris, Bridgeman, Denton, Dixon, McCormack-Hole and Smlatic to the Parks and Open Spaces Committee.

- c) To appoint seven Councillors to serve on the Fremington Quay Management Committee.

It was **resolved**, with no votes to the contrary, to appoint Cllrs Bridgeman, Cann, Denton, Dixon, Kingdom, Sherborne and Walker to the Fremington Quay Management Committee.

- d) To appoint five Councillors to serve on the Tews Lane Committee.

It was **resolved**, with no votes to the contrary, to appoint Cllrs Cann, Dixon, Kingdom, Sherborne and Walker to the Tews Lane Committee.

2505/13

Review of Standing Orders

Standing Orders were reviewed, and it was **resolved**, with no votes to the contrary, to remove paragraph 1a) relating to virtual meetings as this is no longer applicable.

2505/14

Review of Financial Regulations

Financial Regulations were reviewed, and it was **resolved**, with no votes to the contrary, to alter Financial Regulations following changes in legislation and amended model Financial Regulations from NALC and as follows:

11 Contracts (Pg11 onwards) to read:

- b) Where it is intended to enter into a contract:
- i) exceeding **£3,000** but less than £60,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Executive Officer or duly authorised Deputy shall invite quotations from at least three firms, due diligence should be undertaken on each firm.
 - ii) **For contracts estimated to be over £30,000 including VAT, the council must comply with the requirements of the Legislation regarding the publication of invitations and notices.**
 - iii) For expenditures of **£3,000** or less in value the Executive Officer or duly authorised Deputy shall have executive power subject to budgetary provision.

11.2 Any proposed contract for the supply of goods, materials, services and the execution of works with an estimated value in excess of £60,000

shall be procured on the basis of a formal tender as summarised in Financial Regulations below.

Any formal tender process shall comprise the following steps:

- i) a public notice of intention to place a contract to be placed in a local newspaper;
- ii) a specification of the goods, materials, services and the execution of works shall be drawn up;
- iii) tenders are to be sent, in a sealed marked envelope, to the Proper Officer by a stated date and time;
- iv) tenders submitted are to be opened, after the stated closing date and time, by the Proper Officer and at least one member of the Council;
- v) tenders are then to be assessed and reported to the appropriate meeting of Council or Committee.

Neither the Council, nor any committee, is bound to accept the lowest tender, estimate or quote.

For a contract for the supply of goods, services or works where the estimated value will exceed the thresholds set by Parliament, the full requirements of The Procurement Act 2023 and the Procurement Regulations 2024 or any superseding legislation (“the Legislation”), must be followed in respect of the tendering, award and notification of the contract.

2505/15

Parish Council Representatives

It was resolved, with no votes to the contrary, to appoint the representatives as follows:

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

- 2505/16 **Members' Code of Conduct**
The Members' Code of Conduct was reviewed and no amendments proposed.
- 2505/17 **Assets and Lease Arrangements**
The Council's Assets and Lease Arrangements was circulated prior to the meeting, and it was **resolved**, with no votes to the contrary, to note the asset and lease arrangements.
- 2505/18 **County and District Councillors' Reports**
Cllr Walker/Cann - Bickington Ward
Cllr Cann congratulated County Councillor Biederman on his re-election. Cllr Cann reported that NDC is going to become a social landlord for the first time in 25 years and informed members that there is an article in the Gazette.
- 2505/19 **North Devon Council - Planning Applications**
North Devon Council, the determining Authority, has asked for comments from this Parish Council on the following applications:
- It was formally noted that participation of the Councillors who are also members of NDC in both the debate and subsequent vote (in respect of any of the below), were preliminary and on the basis that the views expressed were made on the information available at the time to the Parish Council. The District Councillors were reserving their final views on the applications until they were in full possession of all the relevant arguments for and against.
- 80058 Proposal: Outline application for erection of up to 450 dwellings, a local centre of community, retail convenience space, and associated development (with appearance, landscaping, layout and scale reserved) – EIA development
Location: Land at Brynsworthy, Brynsworthy, Barnstaple, EX31 3QQ
Applicant/Agent: Wessex Strategic Ltd
- Members were informed that District Councillors would be calling the planning application in to be dealt with by the Planning Committee.
- Members discussed the application and acknowledged that affordable housing is needed, and the proposal would also take the pressure away from the B3233.
- It was **resolved**, with no votes to the contrary, to recommend APPROVAL subject to the development providing a minimum of 30% affordable housing.
- 2505/20 **Councillors Questions**
Cllr Cann asked what action the Parish Council could take against the emails being received in regard to "fake news", Cllrs have found them rude and bordering on hate crime and racist. Cllr Can felt that the Clerk's response to the emails to date had been "superb" and confirmed support for the statements released by Cllr Biederman and the MP. Members were advised

that the Parish Council does have an adopted Unreasonably Persistent and Unreasonable Customer Behaviour Policy and Guidelines, support from the office to implement the policy should be sought, if it is borderline the sender should be given the opportunity to moderate their language and behaviour, if it is clearly a hate crime/racist this should be reported to the Police.

There being no further business the meeting closed at 7.43pm.

Signed Dated