



# Fremington Parish Council



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**To: Cllrs S Adams, F Biederman, J Bridgeman, J Cann (Vice Chairman), D Dixon, D Harris, S Haywood, O Kelly, S Kingdom (Chairman), C McCormack-Hole, B Sherborne, E Smlatic, N Tamlin and H Walker**

You are hereby summoned to attend the Annual Meeting of Fremington Parish Council, which will be held on **Monday 11<sup>th</sup> May 2026** at **7pm** at **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**  
Executive Officer

Date of issue: 5<sup>th</sup> May 2026

## AGENDA

- 1 Election of Chairman for 2026/2027**  
To elect the Chairman for 2026/2027
- 2 Declaration of Office – Chairman**  
The Chairman will read and sign the prescribed 'Declaration of Acceptance of Office'
- 3 Election of Vice-Chairman for 2026/2027**  
To elect the Vice-Chairman for 2026/2027
- 4 Apologies**  
(Please make any apologies known to the Clerk)
- 5 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)
- 6 Chairman Announcements**

## **7 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.

## **8 Minutes**

To approve as a correct record and sign the following:

- Minutes of the Full Council meeting held on Monday 2<sup>nd</sup> March 2026

## **9 Committees**

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

- Planning Committee meeting held on 26<sup>th</sup> February 2026
- Environment and Community held on 26<sup>th</sup> February 2026
- Finance and Personnel Committee held on 24<sup>th</sup> March 2026
- Planning Committee held on 26<sup>th</sup> March 2026
- Assets and Facilities Committee held on 26<sup>th</sup> March 2026
- Finance and Personnel Committee held on 28<sup>th</sup> April 2026
- Planning Committee held on 30<sup>th</sup> April 2026
- Environment and Community held on 30<sup>th</sup> April 2026

[Link to minutes](#)

## **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) Environment & Community
- d) Assets & Facilities
- e) Planning

## **11 Terms of Reference and Scheme of Delegation**

To review the Terms of Reference and Scheme of Delegation (briefing note enclosed).

## **12 Membership of Committees**

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

## **13 Review of Standing Orders**

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

## **14 Review of Financial Regulations**

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

- 15 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 Assets and Facilities)
  - f) Taw & Torridge Estuary Forum (1)
  - g) Fremington Local Nature Reserve Management Committee (1)
  - h) Police and Crime Commissioner (1)
  - i) Earth Action 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)
- 16 Members' Code of Conduct**  
To review the Members' Code of Conduct (briefing note enclosed).
- 17 Assets and Lease Arrangements**  
To review the Council's Assets and Lease Arrangements (enclosed) (briefing note enclosed).
- 18 Wales and West Utilities**  
To receive an update on the scheme of Gas Mains Replacement works, Bickington Road from the Programme Controller/Local Performance Manager.
- 19 County and District Councillors' Reports**  
To receive reports from the County Councillor and District Councillors for information only.
- 20 Cemetery Rules and Regulations**  
To review the Cemetery Rules and Regulations (briefing note enclosed).
- 21 Biodiversity within the Parish**  
To receive and note report from the Maintenance & Amenities Operative (item requested by the Environment & Community Committee) (report enclosed).
- 22 Fraud Awareness**  
To discuss further events and engagement opportunities with the community (item requested by Environment and Community Committee).
- 23 Councillors Questions**  
This item is for Councillors to raise questions for future discussions; however, no decisions can be taken under this item.