

# Beaworthy Parish Council

Clerk to the Council Mrs A M Braidwood, Willowdene, Bratton Clovelly, Okehampton, EX20 4LB. Tel 07990712484

I hereby give notice of **the Annual Meeting of the Beaworthy Parish Council** and summon Members to attend on **Thursday 15<sup>th</sup> May 2025 at Beaworthy Parish Hall at 1930 hours.**



Members of the public are most welcome to attend and to make representations, ask or answer questions and give evidence on any item on the agenda, during the Public Forum, for a maximum time of 10 minutes.

## Agenda

1. **Chairman's welcome.**
2. **Election of Chairman.**
  - 2.1 To elect the Chairman for the forthcoming year 2025.
  - 2.2. The Chairman to sign the Acceptance of Office Form.
3. **Election of Vice Chairman.** To elect the Vice-Chair for the forthcoming year
4. **Apologies for absence**
5. **Public Forum**
6. **Declarations of interest.** Councillors are reminded to declare any personal interest in an item on the agenda and its nature and to declare any pecuniary interest in an item on the agenda. Councillors with pecuniary interests should remove themselves from the meeting for the relevant items.
7. **Minutes of the meeting on 17<sup>th</sup> April 2025.** To approve as a true record and be signed by the Chairman.
8. **Clerks report** – including correspondence and any other item which has been brought up to the attention of the clerk, which is not on the agenda and does not require a decision.
9. **BT Phone Box Removal** – To review the proposed removal of the BT phone box in Beaworthy, to agree a representation to WDBC and to consider the possible adoption and installation of a defibrillator. Deadline 23 May 2025.
10. **Planning**– To review and respond to applications received on WDBC planning portal.
11. **To nominate representatives**(to investigate, research and report to full council) for the following roles:
  - 11.1 Police and Crime Commissioner Advocate
  - 11.2 Highways
  - 11.3 Village Hall
12. **Meetings** - To confirm dates and venue for 2025 ordinary meetings of the Council.
13. **Policy Review** – To review and agree any amendments to the Financial Regulations and Standing Orders.
14. **Councillor Reports including West Devon borough Council.** To be received from representatives.
15. **Finances**
  - 15.1 **Finance Report** and bank reconciliation presentation to **30 Apr 2025**
  - 15.2 The Annual Internal Audit Report is received and noted.

**15.2 Consideration, approval and signature of the Annual Governance and Accountability Return, in the following order:**

- Section 1 the Annual Governance Statement,
- Section 2 Accounting Statements,
- Exemption Certificate

**15.4** The RFO sets the commencement date for the exercise of public rights and is noted.

**15.5 To resolve to approve the payments as follows:**

|                             |                     |
|-----------------------------|---------------------|
| Insurance 2024 (3 year LTA) | £140.00 (estimated) |
|-----------------------------|---------------------|

**15.6 2024 Payment Schedule** - To approve the draft 2025 payments schedule.

**15.7 Internal Auditor** – To appoint an internal auditor for 2025/6.

**16. West Devon Enforcements** – Updates

**17. Items for the agenda for next meeting**

**18. Date of next meeting.**

**19. Close of meeting.**