

# *Frithelstock Parish Council*

**Clerk and RFO: Mrs Kate Graddock BA (Hons) FiLCM**  
4 Springfield, Petrockstowe, Okehampton, Devon, EX20 3HF  
Tel: 07703 050496 / Email: [frithelstockpc@gmail.com](mailto:frithelstockpc@gmail.com)

**To: Cllrs M Baker, E Hunkin, M Thomas and T Warrington. A Hardwick and C Stevens.**

You are hereby summoned to attend the **ANNUAL** meeting of **Frithelstock Parish Council** which will be held on **Thursday, 6<sup>th</sup> May 2021 at 7.00pm via Zoom.**

<https://us02web.zoom.us/j/85348857996>

as permitted in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations"). In accordance with The Public Bodies (Admission to Meetings) Act 1960, members of the public are welcome to attend. Please use the link above to access the meeting or contact the Clerk for telephone attendance details.



**Mrs Kate Graddock BA (Hons) FiLCM**  
**Clerk and RFO**  
**29<sup>th</sup> April 2021**

## **AGENDA**

- 1. Election of Chairman for 2021/22.**
- 2. Election of Vice Chairman 2021/22.**
- 3. Apologies for absence**  
To receive and approve any apologies for absence.
- 4. 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.
- 5. Minutes**  
To approve and sign as a correct record, the minutes of the meeting held on 4<sup>th</sup> March 2021. Available via the website.
- 6. 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. A question asked by a member of the public during this period shall not require a response or debate at the meeting.
- 7. Reports from outside bodies**
  - a)** To receive a report from Devon County Councillor.
  - b)** To receive report from Torridge District Councillor, P Pennington.
  - c)** To receive report from Police.
- 8. Resignation - Cllr A Heard**  
To note resignation of Cllr A Heard.
- 9. Website**  
To receive update and draft of the website for consideration.

**10. Governance**

To confirm and approve the following documents. These were not approved in 2020 due to Covid-19 and the lack of council meetings:

- a) Risk Assessment 19/20 and 20/21.
- b) Standing Orders 19/20 and 20/21.
- c) Financial Regulations 19/20 and 20/21.
- d) Asset Register 2019/20 and 20/21.
- e) Statement of Internal Control.
- f) To confirm end of year balances and reserves.

**11. Councillors' Reports and Items for Future Agenda**

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