

ANNUAL PARISH MEETING

Three members of the public attended the meeting. An update was given on the village hall.

Minutes of the Annual Council Meeting of East Worlington Parish Council held on Thursday 22nd May 2025, 7.30pm in the Village Hall.

Present – Cllr. Bell; Cllr. Brown; Cllr. Hurst-Bannister; 3 members of the public; Penny Clapham (Locum Clerk).

1) Election of Chairman

- a) Invite nominations and elect a Chairman for the year. Cllr. Brown proposed Cllr. Bell. There being no further nominations, Cllr. Bell accepted the office of Chair. All in favour.
- b) Receive the Declaration of Acceptance of Office by the Chair. Received.

2) Election of Vice Chairman Cllr. Sturla proposed by Cllr. Bell – all in favour.

3) Confirm appointment of signatories for cheque payments and authorised internet bank payments. Cllr. Sturla and Cllr. Bell.

4) Appointment/Confirmation of Committees

- i. HR Committee Cllr. Bell (Chair) Cllr. Hurst-Bannister, Cllr. Brown
- ii. Cllr. Brown will represent Worlington Relief in Need charity
- iii. Cllr. Brown will represent Council on the village hall committee

5) PUBLIC DISCUSSION

An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 15 minutes. (Standing Orders 3e and 3f). Reminder that members of the public are not allowed to raise issues when Council is in committee.

Parishioner would like to thank Cllr. Sturla for all her efforts with the roads. When will the gullies will be sucked out? Cllr. Bell informed that the local highways officer is currently off sick.

Parishioner mentioned the overgrown junctions. From Gidleigh Cross to the main road, the hedges are overgrown. The village hall AGM was held last week, the committee wish to take ownership of the hall. For further discussion.

Parishioner had heard about the approach to Witheridge Parish. Expressed concerns and this would need thorough consultation with parishioners.

6) Apologies For Absence: Cllr. Sturla. Apologies accepted for the reasons given.

7) Declarations Of Interest: In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at North Devon District Council within 28 days of the change.

- 8) Minutes** –the Minutes of the meetings held on the 3rd and 30th April 2025 were approved and signed by the Chair as true records.
- 9) Recruitment of a Clerk** – to consider the recruitment of a replacement clerk. Locum clerk to circulate around the council a job description, application form and associated papers, prior to advertising the position.
- 10) Certificate of Exemption** – to agree that East Worlington Parish Council are exempt from a limited assurance review, gross income and expenditure being below £25,000. Proposed by Cllr. Bell, all agreed by show of hands.
- 11) Internal Audit Report** – to consider the internal audit report and take action as necessary. Considered.
- 12) Annual Governance Statement** – to resolve to agree the annual governance statement. Resolved. Proposed by Cllr. Bell, all agreed by show of hands.
- 13) Annual Accounting Statement** – to resolve to agree the annual accounting statement. Resolved. Proposed by Cllr. Bell, all agreed by show of hands.
- 14) Public Rights** – to set the date for the notice of the exercise for public rights, 3rd June to 14th July. Noted.
- 16) PLANNING**
Planning Applications – North Devon District Council has asked for comments from the Parish Council on the following planning applications: none received.
- 17) FINANCE**
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|--------------------|---------------------------------------|----------|------|
| Expenditure | IBIS UK Computer overhaul and check | £30.00 | BACs |
| | P. Clapham – purchase of mobile phone | £69.00 | BACs |
| | Microsoft 365 | £84.99 | BACs |
| Income | First half precept | £4544.50 | DD |
- Bank Reconciliation and Statement, not available at present
Council resolved to accept the accounts. Proposed by Cllr. Bell. All agreed by show of hands.
- 18) Banking** – to discuss whether the locum clerk should have access to internet banking on behalf of Council. Cllr. Bell considers the locum clerk should be the administrator on the bank. Proposed by Cllr. Bell, seconded by Cllr. Brown, all in favour by show of hands
- 19) Asset Register** – to check and agree the asset register is up to date. Next meeting for further updates
- 20) Ideas for the Village** – Cllr. Sturla – next meeting.
- 21) Meeting Dates** – to consider and set the dates for the council meetings to March 2026. Bi-monthly, 17th July, 25th September, 27th November, 22nd January, 26th March.
- 22) Emails** – Councillors to agree to accept agendas and minutes by email. Agreed.
- 23) Locum Clerk/RFO** – to confirm Penny Clapham as locum clerk/RFO for the present time. Confirmed.

24) Clerk's report –

- i. Standing Orders and Financial Regulations are several years out of date. These will be renewed and reviewed at the next council meeting.

Councillor's reports and External Meetings attended (for information only)

Attended Witheridge meeting in March

Meeting closed at 8.36pm

Minutes signed at the 17/07/2025 meeting by the chair.

Signed.....

Date.....

Items for Information - The next council meeting will be on Thursday 17th July 2025 at 7.30pm in the Village Hall.