

Throwleigh Parish Council

Clerk: Mrs Kate Graddock BA (Hons) FiLCM

Address: 4 Springfield, Petrockstowe, Okehampton, Devon, EX20 3HF

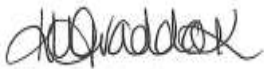
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To: Cllrs Jackie Crawford (Chairman), David Hayes, Draeyk van der Horn, David Jordan, Duncan Vincent, Ann Warwick-Oliver and Julian Wisniewski.

You are hereby summoned to attend a **VIRTUAL** meeting of **Throwleigh Parish Council** which will be held on **Monday, 6th July 2020 at 7.30pm via Zoom**

<https://us02web.zoom.us/j/89770666858?pwd=a2Y2a1F0aGNldTQ0SC9vN0FFT2ViUT09>

for the purpose of transacting the following business, 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.



Mrs Kate Graddock BA (Hons) FiLCM
Parish Clerk and RFO

Date of issue: 26th June 2020

AGENDA

1. Apologies for absence

To receive and approve any apologies for absence.

2. 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.

3. Minutes

To approve and sign as a correct record, the minutes of the meeting held on 21st May 2020 (attached).

4. 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.

5. Reports from outside bodies

- a) To receive a report from Devon County Councillor, J McInnes.
- b) To receive report from West Devon Borough Councillor, Paul Ridgers.
- c) Other reports from representatives to/from outside bodies and/or meetings/events that Councillors or the Clerk have attended

6. Planning/Licensing

- a) **0256/20 Proposed: Demolition of two single storey extensions and addition of three single storey extensions at Beech Cottage, Throwleigh**

To consider comment on the Application for [Click here for Application](#)

- b) **New Premises Licence Application**

Applicant: Mr M Hodgetts and Ms S Hodgetts

Location: Alder Vineyard, Lewdown, Okehampton, EX20 4PJ

Matter: The sale of alcohol for consumption on and off the premises, Monday to Sunday from 9am to 6pm.

- 7. Finance**
- a) To approve payments and receipts from 22nd May – 6th July (available at the meeting)
 - b) To approve change to the bank mandate to allow for additional signatories on the accounts.
- 8. Governance**
- To receive and consider adopting the Statement of Internal Control.
- 9. Annual Governance and Accountability Return 2019/20**
- a) To discuss and agree the Annual Governance Statement detailed in the Annual Governance and Accountability Return 2019/2020 (attached for Cllrs)
 - b) To receive and agree the Accounting Statements contained within the Annual Governance and Accountability Return 2019/2020 along with the Internal Auditor's Report (attached for Cllrs).
 - c) To consider and agree the Annual Governance and Accountability Return for 2019/2020 (attached for Cllrs)
- 10. Office of the Police and Crime Commissioner: Councillor Advocate Scheme**
- To consider appointing a Councillor Advocate for the Office of the Police and Crime Commissioner (information attached for Cllrs).
- 11. Highways**
- To receive and consider any Highways reports and any actions therefrom.
- 12. Councillor reports or items for a 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 a discussion item only and no decisions can be taken under this item.
- 13. Exclusion of Press and Public**
- To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information.
- 14. Clerk's Salary**
- In accordance with the Contract of Employment and job offer to review Spinal Column Point.