

To: Cllrs David Jordan, Duncan Vincent Julian Wisniewski, Phil Wilson, Matthew Byatt, Richard Littlewood and Kathy Barrau

You are hereby summoned to attend the **ANNUAL** meeting of **Throwleigh Parish Council** which will be held on **MONDAY, 11<sup>th</sup> MAY 2026 at 7.00pm in Throwleigh Village Hall** for the purpose of transacting the following business. In accordance with The Public Bodies (Admission to Meetings) Act 1960, members of the public are welcome to attend.



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

Date of issue: 2<sup>nd</sup> May 2026

### **AGENDA**

**1. Election of Chairman  
2025/26**

**2. Election of Vice Chairman  
2025/26**

**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 13<sup>th</sup> April 2026 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 West District Borough Councillor

**8. Beating of the Bounds**

To welcome other organisations/parishioners to the meeting to discuss and decide on catering and other activities and/or sub committees for the event.

**9. Governance**

**To review the following for 2026/27:**

- Risk Assessment
- Standing Orders
- Financial Regulations
- Asset Register
- Statement of Internal Control
- Freedom of Information Policy
- To confirm end of year balances and reserves
- IT Policy

**10. Council Email Addresses and website**

To receive information and consider options to comply with the digital and data compliance.

**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

